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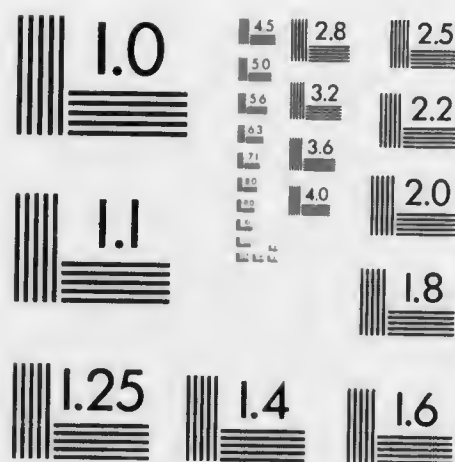
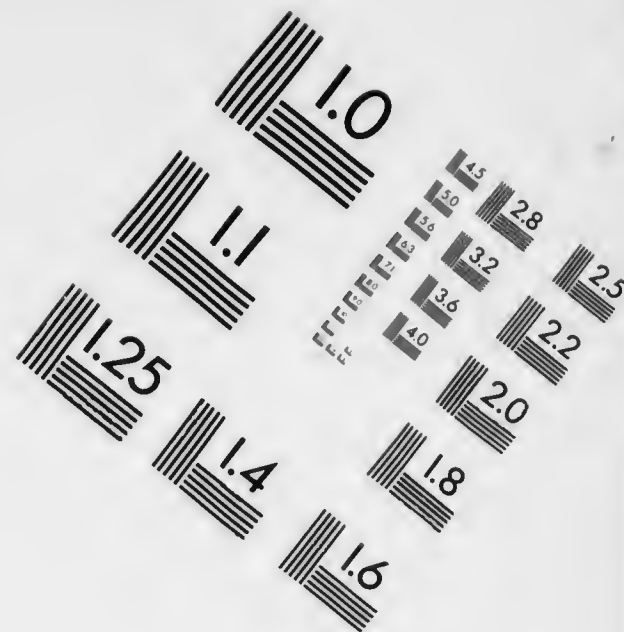
BOARD OF TRUSTEES

RECORDS OF THE CORPORATION

VOLUME 11

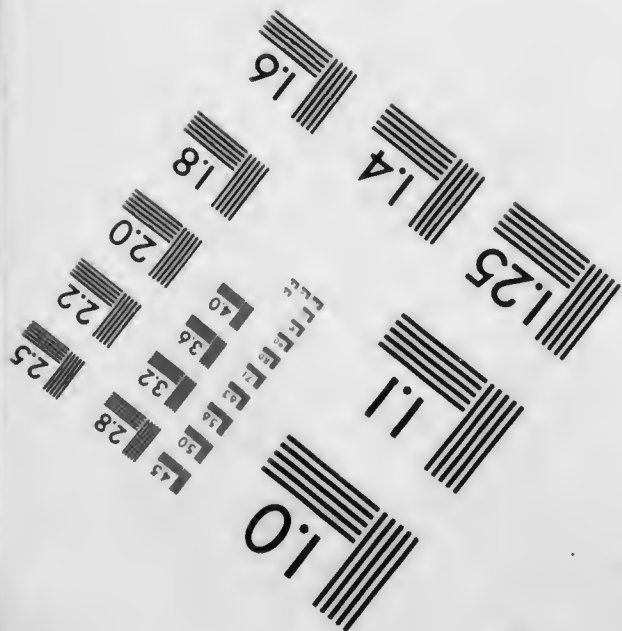
1917 - 1923

BOSTON PUBLIC LIBRARY
BOARD OF TRUSTEES
RECORDS OF THE CORPORATION
VOLUME 12
1923 - 1934



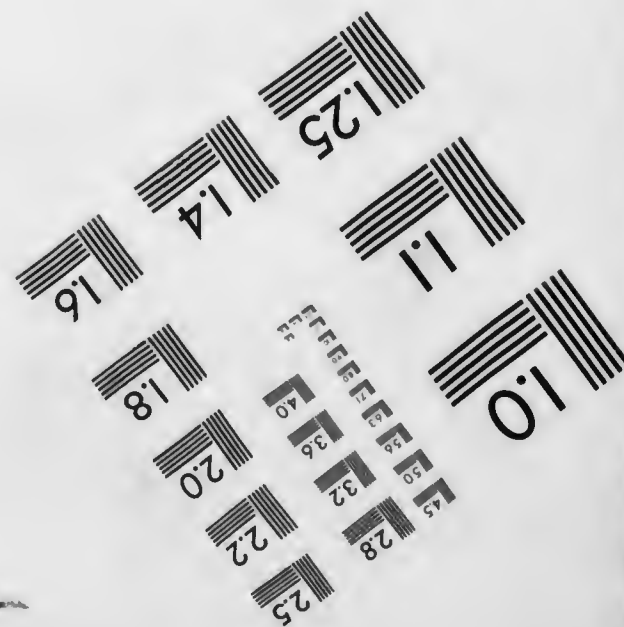
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BOSTON PUBLIC LIBRARY
BOARD OF TRUSTEES
RECORDS OF THE CORPORATION
VOLUME 11
1917 - 1923

Friday, January 26, 1917

January 26, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Benton, Carr, Connolly, Kinnear and Mann.

The President Mr. Benton in the chair.

The record of the meeting of January 19, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 837 deferred from January 19 and Special

List No. 837 a

chargeable to City money to the amount of \$443.81

chargeable to trust funds income \$1898.84

chargeable to Ellsworth Athenaeum \$10.97, also

Miscellaneous supplies for the Central Library and branches

\$202.01, and for Printing Department \$81.02, total

\$283.03.

List No. 838 of books recommended for purchase was laid over for one week according to rule.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that Annie E. Mantle of the Children's Department be advanced to the position made vacant by the resignation of Mary G. Wall, with increase in pay to ten dollars (\$10) per week, beginning January 26.

The Librarian was authorized to continue the allowance of twelve dollars (\$12) per week for extra service in the Branch Department, for a period of six months.

The Librarian reported the illness of Mary A. Hill, custodian of the Lower Mills Reading Room, and on his recommendation, it was

Voted, that Mary A. Hill be granted a leave of absence of two months on half pay, on account of illness and in part compensation for long and faithful service.

The Librarian reported on the communication

Books and

Supplies

purchase

authorized

Book list laid over

Librarian's report

Annie E. Mantle

promoted

Mary G. Wall

resignation

Branch Department

extra service

Mary A. Hill, leave

of absence

January 26, 1917

Increase in pay:

John P. Malone

Nils J. Herland

Garrett Lucey

Alexander McCreedy

George Zittel

Report on work of

Burnett Whidden

Special privileges

Early closing of branches

and reading rooms

Selection of a

Librarian

Charles F. D. Belden

elected

of the International Union of Steam and Operating Engineers, referred to him on January 19; and on his recommendation it was

Ordered, that to conform to Trade Union rates, the pay of John P. Malone be increased to twenty seven and ⁵⁰/₁₀₀ dollars (\$27.50) per week, and that of Nils J. Herland, Garrett Lucey, Alexander McCreedy and George Zittel, to twenty five dollars (\$25) per week, each, beginning January 26.

The Librarian reported on the communication of the Mayor regarding the work of Burnett Whidden now employed as a substitute in the Bindery, and on motion of Mr. Kenney, it was

Voted, that the report of the Librarian be embodied in the reply to the Mayor on this subject.

Special privilege cards were granted to Joseph Chandler, Frederick D. Lunnich, Joseph D. Tollen, Elsie J. McGuire, R. Vera Shaw, and Blanche H. Drett.

On recommendation of the Librarian, it was Ordered, that the Branches and Reading Rooms be closed on Wednesday evening January 31, 1917 at 8 instead of 9 o'clock, to enable employees to attend the annual re-union of the Employees' Benefit Association.

The matter of the selection of a Librarian to succeed Mr. Whidden was taken up and considered at length, and an informal vote was taken, resulting in five votes for Mr. Charles F. D. Belden; and upon motion of Arthur Connolly the informal vote was made formal and Mr. Belden was elected, to take office at such time as he may arrange with Mr. Whidden, not later than July 1, 1917.

Disolved:

Willie Jean Deery
Clerk.

Friday, February 2, 1917

February 2, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 14 o'clock p.m.

Present: Carr, Connolly, Kenney and Mann.

The Vice President Mr. Kenney in the chair.

The record of the meeting of January 26, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books List No. 838 deferred from January 26 and

Special List No. 838 A

chargeable to city money to the amount of \$866.07

chargeable to trust funds income \$631.22

chargeable to Fellows' Attainment \$59.04, also

Miscellaneous supplies for the Central Library and branches

\$487.83, and for Printing Department \$37.50, - total

\$525.33

List No. 839 of books recommended for purchase was laid over for one week according to rule.

Circular No. 48 from the Mayor was received, read and ordered placed on file.

The Librarian's report was read by him.

On recommendation of the Librarian it was

Ordered, that the following grade increases in pay take effect at the dates named: Rose Giffre, Issue Department, six and ²⁵/₁₀₀ dollars (\$6.25) to seven dollars (\$7) per week, February 2; Mary G. Enos, West Roxbury Branch, eleven dollars (\$11) to twelve dollars (\$12) per week, February 2; William A. McCarthy, Bates Hall, six dollars (\$6) to seven dollars (\$7) per week, February 16; Catherine A. Lacey, Issue Department, seven dollars (\$7) to eight dollars (\$8) per week, February 16; Elizabeth M. Kernachan, Mt. Bowdoin Reading Room, eight dollars (\$8) to nine dollars (\$9) per week, February 16; Edith G. Dornes, Bowdoin Station Reading Room, nine dollars (\$9) to ten dollars (\$10) per week, February 16.

Ordered, that beginning February 2, Frederick J.

Books and

Supplies

purchase

authorized

Book list laid over

Mayor's circular

Librarian's report

Grade increases:

Rose Giffre

Mary G. Enos

Wm. A. McCarthy

Catherine A. Lacey

Elizabeth M. Kernachan

Edith G. Dornes

February 2, 1917

Frederick J. Roseman
transfer

John H. Schromm

Jennie C. Smithers

Frank H. Doherty

employed

Special draft

P. O. Long

Special draft

Auditor

Special draft

Auditor

Allowance for

architect's supervision

increased

Boiler inspection

Special privileges

Raymond be transferred from the Special Libraries to the Catalogue Department without change in pay; and John H. Schromm employed in the Special Libraries at six dollars (\$6) per week; and that Jennie C. Smithers and Frank H. Doherty be employed in the Issue Department at five dollars (\$5) and six dollars (\$6) per week, respectively.

Voted, that there be allowed and paid to George Baker Long the sum of sixteen thousand five hundred and seventy and $\frac{45}{100}$ dollars (\$16,570.75), the same being the seventh payment on contract dated April 29, 1916, as per architect's certificate dated February 1, 1917, and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Central Library Building, Addition.

Voted, that there be allowed and paid to the Trustees of the Public Library, A. A. Nichols, Auditor, the sum of fifteen hundred dollars (\$1500), the same being for meeting current expenses; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the general appropriation 1917-18.

Voted, that the action of the President in signing on January 30th, a request on the City Auditor for a special draft for the sum of six hundred and eighteen and $\frac{90}{100}$ dollars (\$618.90) in favor of A. A. Nichols, Auditor, for cleaning at the Central Library from January 5 to 26, be approved and confirmed.

Voted, that the allowance for payment to the Architect of expense of supervision provided by him in the construction of the Addition to the Central Library Building beyond what is fairly to be included in his professional fee authorized by vote of June 16, 1916, is hereby increased to a sum not to exceed thirty seven and $\frac{50}{100}$ dollars (\$37.50) per week, payments to be made from time to time on account, beginning February 2, 1917.

A certificate of inspection of boilers at the Central Library was received, examined and ordered placed on file.

Special privilege cards were granted to Mary S. Bruce and Elizabeth C. Small.

February 2, 1917

Faneuil Improvement

Association

permission

to use basement

of Faneuil

Reading Room.

The request of the Faneuil Improvement Association for permission to hold meetings in the basement of the Faneuil Reading Room was taken from the table and considered; and it was

Voted, that the Faneuil Improvement Association be granted permission to hold meetings in the basement of the Faneuil Reading Room during the year 1917, subject to the approval of the Librarian and under the express condition that there be no smoking in the building.

Dissolved:

Della Jan Deery
Clerk.

February 7, 1917

Wednesday, February 7, 1917

Special meeting

A special meeting of the Corporation, called by order of the Vice President, was held in the Trustees' room at 5.15 o'clock p.m.

Present: Messrs. Carr, Connolly, Henney and Mann.

The Vice President Mr. Henney in the chair.

Death of President

Josiah H. Benton

The Vice President reported to the Board the death of the President Mr. Josiah H. Benton, on February 6, 1917.

On motion of Mr. Carr, it was

Mayor notified

Voted, that the following communication be transmitted to His Honor the Mayor, by the Vice President:

February 7, 1917

"Honorable James M. Curley

"Mayor of the

"City of Boston.

"Sir:

"The Board of Trustees of the Public Library
of the City of Boston informs you with deep regret
that Mr. Josiah H. Benton, President of the Board,
died on February 6th, whereby a vacancy has
been created in the membership of said Corporation.

"Respectfully

"The Trustees of the Public Library
of the City of Boston
by

(Signed) "William F. Henney

"Vice President."

Committee appointed

to prepare and

send letter to

Mrs. Benton

On motion of Dr. Mann, it was

"Voted, that a committee be appointed by the Vice President to prepare and send to Mrs. Benton a letter of condolence; and that a copy of such letter be spread upon the records.

The Vice President appointed Mr. Carr and Dr. Mann such committee.

Business of Library

Suspended on day

of funeral

"Voted, that the entire Library system be closed and all business suspended at 12 o'clock noon on the day of Mr. Benton's funeral, February 9th and that a memorial wreath be

February 7, 1917

kept on the main staircase of the Library for a period of thirty days.

On motion of Dr. Mann, it was

Voted, that the Vice President appoint a committee to prepare and present to the Board for their consideration, suitable resolutions concerning the death of Mr. Benton.

The Vice President appointed Dr. Mann and Father Connolly such committee.

Voted, that the regular meeting of the Corporation of February 9th be suspended.

A communication from the National Equal Rights League was referred to the Librarian for reply.

Dissolved:

Willa Jan Deary
Clerk.

Committee to

prepare
resolutions

Next regular

meeting suspended

Communication from

National Equal Rights
League.

February 13, 1917

Special meeting

Bids opened for

completion of

steam power,

plant

J. J. Hurley & Co.

lowest bidders

contract to be

executed with

Additional amounts

from trust funds

to be applied to

stack fittings

Tuesday, February 13, 1917

A special meeting of the Corporation called by order of the Vice President was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Barr, Connolly, Kenney and Mann.

The Vice President Mr. Kenney in the chair.

The records of the regular meeting of February 2 and of the special meeting of February 7, 1917 were read and approved.

The Vice President reported that proposals for the completion of the work upon the steam power, heating and ventilating plant for the Addition to the Library, required by the failure of the P. J. Sullivan Company the original contractors, had been opened at 12 o'clock ^{noon} this day, and that the following bids were received:

Bidders	Bid	Allowance for work done	Net Bid
J. J. Hurley & Co.	\$39,339	\$8,000	\$31,339
Lynch & Woodward	39,940	7,200	32,740
Huey Bros.	40,500	6,240	36,260
P. A. Dolan & Co.	43,139	6,543	36,596
Belmont & English - Hottel Co.	43,767	4,443	39,324
Telephon Company	43,800	3,000	40,800
M. A. Dune & Co.	42,463	1,500	40,963

It was thereupon

Voted, that the President or Vice President be authorized to accept the proposal of J. J. Hurley Company, the lowest bidder, subject to the approval of the contractor by the architect and engineer in charge of the work; and thereafter to execute a contract for the performance of the work with the said J. J. Hurley Company, subject to the approval of the Mayor and Corporation Council.

Voted, that in addition to the sum of four thousand six hundred and twenty-four dollars (\$4,624) authorized by the Board on April 14, 1916 to be applied to the purchase of stack fittings for the Addition to the Library out of the unexpended income of the Bradley, Center, Ford, Mead and Skinner funds, the further sum of two thousand dollars (\$2,000) is hereby authorized to be applied to said purpose from the unexpended income of said funds, January 31, 1917; and the City Treasurer is hereby requested to so apply it.

The Vice President presented the following communication from Mr. Charles J. D. Bolden, which was read and considered:

February 13, 1917

Communication from

Chas. J. D. Bolden

accepting appointment as librarian

"State Library of Massachusetts"

"State House, Boston."

"10 February, 1917"

"To the Honorable Board of Trustees"

"Boston Public Library,"

"Boston, Mass."

"Gentlemen:

"On the evening of January 26th, 1917, I received personal notification of my election as Librarian of the Boston Public Library from the President of the Board of Trustees, the late Mr. Benton. Formal notice of the election, signed by the Clerk of the Corporation, is also at hand. With appreciation of the Board's consideration I herewith accept the appointment."

"My resignation as State Librarian of Massachusetts is to take effect March 15th, 1917, at which time if it meets with your approval I shall be pleased to make my date of entry as Librarian of the Boston Public Library. From the vote of the Board I understand that actual service is to begin at such time as may be arranged between Mr. Washlin, the Librarian now in office, and myself, not later than July 1st, 1917. After a conference with Mr. Benton I understood that it would be satisfactory to the Board of Trustees to grant me a leave of absence, without pay, from March 15th to June 15th, 1917, such an arrangement being agreeable to Mr. Washlin."

"Anticipating the privilege of service and cooperation with your Board, believe me

Respectfully yours,

(signed) Charles J. D. Bolden

Mr. William D. Kenney,

Vice President, Board of Trustees,

"Boston Public Library."

February 13, 1917

And it was

Chas. F. D. Bolton

date of entry,

leave of absence

until June 15.

H. G. Wadlin to

remain in office

until June 15

Harvard Improvement

Association, request

for library

facilities

Books and

supplies

purchase

authorized

Book list laid over

Bills, general

appropriation

Noted, that the date of entrance upon duty of the Librarian-elect Mr. Charles F. D. Bolton is hereby fixed as March 15 next; and he is hereby given leave of absence thereafter, without compensation, until June 15 next. The present Librarian, Mr. Wadlin, is hereby made Librarian-emeritus to date from March 15, 1917, and he is authorized and directed to perform the duties of Librarian, with compensation at the rate at present fixed therefor from said date until June 15, 1917.

A communication from the Mayor dated February 5, regarding a request from the Harvard Improvement Association for the establishment of a branch of the Library in that section of the city, together with communications from citizens in support of the same, were referred to the Librarian for examination and report.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 839 deferred from Feb. 2, and

Special List No. 839a

chargeable to city money to the amount of \$583.38

chargeable to trust funds income \$316.91

chargeable to Follenos Athenaeum \$8.83; also

Miscellaneous supplies for the Central Library and branches

\$516.15, for Binding \$88.35 and for Printing Department

\$590.55, total \$1195.05.

List No. 840 of books recommended for purchase was

laid over for one week according to rule.

The following bills having been approved by the Librarian and certified by the Auditor to be correct were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Chargeable to the general appropriation amounting to Six thousand and twenty-four and ⁵⁵/₁₀₀ cents (\$6,024.55) as follows:

Mar. 1	Thomas J. Laffey	\$683.00
Feb. 1	W. B. Clarke Co.	906.42
Mar. 1	Rent Roll	606.68
Feb. 1	Edison Elec. Illum. Co.	616.14
Jan. 2	Boston Consolidated Gas Co.	338.22
Jan. 16	Holliston Mills	297.23
Feb. 6	A. A. Nichols, Auditor	270.57

Carried forward \$3718.56

February 13, 1917

Bills, general

appropriation

Brought forward \$3,718.56

Feb. 2	Albert Harrison Hall	207.22
Jan. 15	White Star Co.	177.32
Jan. 15	J. D. Fitzgerald Bros.	166.00
Jan. 31	Mary W. Brown	142.50
Jan. 1	Charlton Gas & Elec. Co.	133.32
Jan. 4	Leonei. Conner Bros.	115.00
Jan. 3	Farley, Harwell Bros.	105.23
Jan. 27	DeWitt & Fiske Co.	98.88
Jan. 27	H. R. Huntington Co.	82.59
Jan. 31	Dorwick W. Morris	75.75
Jan. 17	Boston Indus. Card Co.	66.70
Feb. 2	F. B. Stokert Co. Inc.	64.93
Jan. 30	Cook-Widman Co.	64.92
Jan. 2	N. K. Fairbanks Co.	64.75
Jan. 9	John J. Shea	60.05
Jan. 27	Thomas J. Flynn & Co.	51.00
Jan. 2	W. A. Wood Co.	51.00
Jan. 11	Burdett Williams Co.	50.50
Jan. 11	Curry Bros. Ice Co.	48.00
Jan. 18	Quart. Howland Co.	40.01
Dec. 13	Gas Consumers Assoc.	36.70
Jan. 30	Joseph E. Greene Co.	35.56
Jan. 25	F. B. Stokert Co.	32.62
Jan. 20	Ritter Bros.	30.33
Jan. 24	R. H. White Bros.	30.60
Jan. 12	John A. Lovell Duck & Co.	28.49
Jan. 13	Thomas Nelson & Sons	24.00
Jan. 15	Ames, Express Co.	23.00
Feb. 1	D. G. Hale	20.90
Jan. 27	D. Van Nostrand Co.	16.47
Jan. 31	Matthews & Sheehan Co.	14.35
Jan. 10	Modeline Window Shades Co.	14.35
Jan. 13	Roche & Daly Co.	14.25
Jan. 30	W. J. McGuire	14.00
Jan. 11	West Disinfecting Co.	12.50
Feb. 1	Boston Ice Co.	18.00
Feb. 1	Datham & H. P. Geo Co.	11.10
Nov. 27	Henry B. Hunt Co.	10.25
Dec. 16	W. A. Snow Iron Works	10.00
Jan. 31	J. H. Gilson Co.	12.50
Feb. 1	Stone & Forsythe Co.	30.55

\$6,024.55

Chargeable to trust funds income amounting to One thousand two hundred and thirty-six and ¹⁶/₁₀₀ dollars (\$1,236.16) as follows:

Feb. 1	W. B. Clarke Co.	\$61.25
Jan. 24	Anderson Galleries	752.50
Feb. 2	F. B. Stokert Co.	87.45
Jan. 24	Goodspeed's Book Shop	65.00
Jan. 27	Lewy's Co-operative Pub. Co.	62.50
Feb. 6	A. A. Nichols, Aud.	50.07
Jan. 27	Jorgensen, Green Bros.	42.03
Jan. 17	Emerson College	27.25
Jan. 29	D. Van Nostrand Co.	22.18
Jan. 17	C. F. Libbie Bros.	20.13
Jan. 17	Udine Book Co.	12.50
Feb. 1	Holmes Anniversary Comm.	20.00
Feb. 2	Albert Harrison Hall	13.30

\$1,236.16

Voted, that the next regular meeting of the Corporation be on Friday, February 23¹⁹¹⁷ at 4 o'clock p.m.

Disseminated: Della Jan Deery
Clerk.

February 13, 1917

Special meeting

Tuesday, February 13, 1917

A special meeting of the Corporation called for the purpose of electing a President and Vice President, was held in the Trustees' room at 5.45 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The Vice President Mr. Kenney in the chair.

The Corporation proceeded to the election of a President by viva voce vote as follows:

William F. Kenney
elected President

Mr. Carr voted for William F. Kenney, Father Connolly voted for William F. Kenney, Mr. Kenney voted for Samuel Carr, Dr. Mann voted for William F. Kenney; and William F. Kenney was declared elected President.

The Corporation then proceeded to the election of a Vice President, by viva voce vote as follows:

Samuel Carr
elected Vice President

Mr. Carr voted for Alexander Mann, Father Connolly voted for Samuel Carr, Mr. Kenney voted for Samuel Carr, Dr. Mann voted for Samuel Carr; and Samuel Carr was declared elected Vice President.

Dissolved:

Wells Jan Drury,
Clerk.

February 23, 1917

Friday, February 23, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 11 o'clock p.m.

Present: Messrs. Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The records of the two special meetings of February 13, 1917 were read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 840 deferred from February 13, and

Special List No. 840a

chargeable to city money to the amount of \$901.00

chargeable to trust funds income \$536.61

chargeable to Fellows' Athenaeum \$75.13

chargeable to Galata fund \$2.80, also

Miscellaneous Supplies for the Central Library and branches

\$413.15, for Binding \$187.20, and for Printing Department

\$33.50, total \$635.86.

List No. 841 of books recommended for purchase was laid over for one week according to rules.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that the following increases in pay take effect February 23: George H. Farley, Printing Department, Eighteen dollars (\$18) to Nineteen dollars (\$19) per week; Mary D. Muller, Matron, Engineer & Janitor Department, Fifteen dollars (\$15) to Sixteen and $\frac{25}{100}$ dollars (\$16.25) per week.

Ordered, that beginning February 23, the pay of the cleaning women be increased from twenty cents to twenty-five cents per hour, with allowance for carfare as heretofore.

The Librarian was authorized to increase the allowance for extra service at the North End Branch from Nine dollars (\$9) to Twelve dollars (\$12) per week, for the period ending June 1 next.

On his recommendation, the Librarian was

Books and
Supplies
purchase
authorized

Book list laid over

Librarian's report

Increases in pay:

George H. Farley
Mary D. Muller

Cleaning women
pay increased

North End Branch
extra service

February 23, 1914

Tonty Hall, lease

renewed

Special privileges

Special draft

Nathaniel J. Rust

request - executors

approved

Additional appropri-

tion for steam power

plant, Addition

Sidney Smith

Automatic furnace

authorized to continue for another year the use of Tonty Hall for the story hour at the South Boston Branch, at a rental of Eighty Dollars (\$80) per year.

Special privilege cards were granted to William W. Jackson, Robert J. Little, Ray L. Short, the Dangle Company, and the Greek-American Review.

Voted, that there be allowed and paid to Joseph McGinniss the sum of Six hundred and thirty-seven and $\frac{70}{100}$ dollars (\$637.70) the same being for professional services as per bill dated February 2, 1914; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Central Library Building, Addition.

A communication was received from Edward A. Taft, stating that the Library is a beneficiary in one-half of the residuary estate of the late Nathaniel J. Rust upon the termination of certain trusts; and enclosing a request for the appointment of Edgar C. Rust and William W. Butler as executors of the will thereof without giving sureties on their official bonds; and it was

Voted, that the Trustees of the Public Library of the City of Boston hereby consent that Edgar C. Rust and William W. Butler be exempt from giving any surety on their bonds as executors of the will of Nathaniel J. Rust, late of Boston.

The President reported that he had applied to the Mayor for an additional appropriation of Ninety-two hundred dollars (\$9200) to meet the requirements on work left abandoned by the P. J. Sullivan Company on the steam power, heating and ventilating plant for the Addition to the Central Library; and it was

Voted, that the action of the President in this matter be approved and confirmed.

A communication from Sydney Smith relative to the installation of his automatic furnace in the Addition to the Library, was referred to the Librarian for further information and report.

In accordance with the vote of February 7, the following letter was sent to Mrs. Josiah H. Benton:

February 23, 1914

Letter of

condolence

to Mrs. Benton

February 14, 1914

To Mrs. Josiah H. Benton,

Dear Madam:

"Will you permit the undersigned, Trustees of the Public Library of the City of Boston, to extend to you at this time of sorrow the assurance of our sincere and respectful sympathy?"

"We cannot for a moment compare our loss with yours, but we wish you to know how truly we mourn Mr. Benton, and how greatly we appreciate the distinguished public service which he rendered to the citizens of Boston. For twenty years a Trustee of the Public Library, and for nearly nine years the President of the Board, we in common with our predecessors in office have been impressed not only by his scholarly tastes, but by his brilliant intellectual gifts and his remarkable power in dealing with men. In his wise policy, his loyal devotion and his untiring efforts the growth of the Library and its increasing service to the community in recent years are chiefly due.

"And now there has come to us the knowledge of his great gift, a gift unparalleled in the history of the Library, and which is destined to perpetuate his name, and carry on his public spirited service through the coming generations.

"In view of all that he was to the Library during his lifetime, and of his generous provision for its future, he stands today as its ablest President and its greatest benefactor.

"We know indeed that considerations such as these cannot take away the sense of loss, but we feel that it is due to you that you should know how highly we estimate the value of Mr. Benton's service to the Library, and how affectionately we cherish the memory of our association with him.

February 23, 1917

Letter to Mrs. Benton

"in the work which was the supreme interest of
his life.

"We remain

"Very sincerely yours

(Signed)

"William J. Kenney

"Samuel Carr

"Alexander Mann

"Arthur J. Connolly.

Acknowledgment from
Mrs. Benton

An acknowledgment from Mrs. Benton, for expression
of sympathy and flowers, was received and ordered placed on file.

Dissolved:

Willie Jean Deery
Clerk.

Friday, March 2, 1917

March 2, 1917

The regular weekly meeting of the Corporation was
held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of February 23, 1917 was
read and approved.

The Librarian was authorized to purchase according
to lists submitted by him and to be placed on file, the following:

Books, List No. 841 deferred from February 23 and

Special List No. 841A

chargeable to city money to the amount of \$945.31

chargeable to trust funds income \$470.84

chargeable to Fellows' Attainment \$9.48, also

Miscellaneous supplies for the Central Library and branches
\$377.30, and for Binding \$637.35, total \$1016.65.

List No. 842 of books recommended for purchase
was laid over for one week according to rule.

The Librarian's report was read by him.

Our recommendation of the Librarian it was

Ordered that the following increases in pay take
effect at the dates named: Charles W. Karlson, electrician, Engineer
and Janitor Department, Twenty-two and ⁵⁰/₁₀₀ dollars (\$22.50) to Twenty-five
dollars (\$25.00) per week, February 2; Margaret J. Magovern, Char-
town Branch, Seven dollars (\$7) to Eight dollars (\$8) per week, March 2;
Harriet U. Mulloy, Ordering Department, Ten dollars (\$10) to Eleven
dollars (\$11) per week, March 9; Annie M. Donovan, Charlestown
Branch, Fourteen dollars (\$14) to Fifteen and ²⁵/₁₀₀ dollars (\$15.25)
per week, March 23; Beatrice M. Flanagan, Charlestown Branch,
Eleven dollars (\$11) to Twelve dollars (\$12) per week, March
23; Thomas J. Sexton, Engineer & Janitor Department, Eleven
dollars (\$11) to Twelve dollars (\$12) per week, March 23;
Marion G. Gill, Mt. Pleasant Reading Room, Seven dollars (\$7) to Eight
dollars (\$8) per week, March 30.

The Librarian was authorized to expend ⁵⁰/₁₀₀ dollars (\$2.50) per Sunday for janitor service at the Lyf-

Books and supplies
purchase
authorized

Book list laid over

Librarian's report

Grade increases in
pay:

Charles W. Karlson

Margaret J. Magovern

Harriet U. Mulloy

Annie M. Donovan

Beatrice M. Flanagan

Thomas J. Sexton

Marion G. Gill

Sunday service
Station P

March 2, 1917

Street Reading Room, to date from February 2 last.

Special privileges

A special privilege card was granted to Shaddens
C. De Frieze.Nathaniel J. Rust
will ofA communication from Mr. Edward A. Taft regarding
the appointment of executors of the will of the late Nathaniel J. Rust,
was read and ordered placed on file.

Discovered:

Allen Jan Deery
blank.

Friday, March 7, 1917

March 7, 1917

The regular weekly meeting of the Corporation was
held in the Trustees' room at 11 o'clock p.m.

Present: Messrs. Connolly, Kenney and Merrin.

The President Mr. Kenney in the chair.

The record of the meeting of March 2, 1917 was read
and approved.The Librarian was authorized to purchase according
to lists submitted by him and to be placed on file, the following:Books, List No. 842 deferred from March 2, and Special

List No. 842a

chargeable to city money to the amount of \$1218.51

chargeable to trust funds income \$278.50

chargeable to Tollens' Atheneum \$32.46

chargeable to Galata fund \$1.30, also

Miscellaneous supplies for the Central Library and branches

\$356.43, for Binding \$124.20 and for Printing

Department \$14.38, total \$465.01.

List No. 843 of books recommended for purchase
was laid over for one week according to rule.Circulars No. 49 and 50 from the Mayor were read
and ordered placed on file.A communication from the Harvard Improvement
Association regarding the establishment of a branch of the Library
in that section of the City, was read and referred to the Librarian
for consideration with other communications on the same subject.The President presented draft of a communication
to the Mayor regarding the reduction of the item for salaries
in the budget for the present year, which was approved and
adopted.A communication dated March 1 was received from
the executors of the will of the late Allen A. Brown, regarding a
claim by Mary A. Brown to the proceeds of the sale of a stamp
collection given to her and afterwards sold by Mr. Brown; and
the Librarian was directed to refer the same to the Corporation
Counsel for his advice upon the matter, the Librarian being aBooks and
Supplies
purchase
authorized

Book list laid over

Circulars from
MayorHarvard Improvement
Association, for
establishment of
branchBudget items
reducedAllen A. Brown
executors of will
regarding claim

March 9, 1917
Librarian's report

Grade increases in pay:

John J. Goughan

George G. Donahue

Bernard A. Haynes

Fred W. Ford

Fred J. Rosemond

Alice M. Barry

Mary H. Daly

Evacuation Day

So. Boston Branches

closed

Special privileges

Dante Alighieri Society

request to use N. E.

Branch lecture hall

residuary legatee under the will.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that the following grade increases in pay take effect March 9: John J. Goughan, Book Hall, Seven dollars (\$7) to Eight dollars (\$8) per week; George G. Donahue, Periodical Room, Seven dollars (\$7) to Eight dollars (\$8) per week; Bernard A. Haynes, Special Libraries, Six dollars (\$6) to Seven dollars (\$7) per week; Fred W. Ford, Sheep Department, Eight dollars (\$8) to Nine dollars (\$9) per week; Fred J. Rosemond, Catalogue Department, Eight dollars (\$8) to Nine dollars (\$9) per week; Alice M. Barry, Issue Department, Seven dollars (\$7) to Eight dollars (\$8) per week; Mary H. Daly, Issue Department, Nine dollars (\$9) to Ten dollars (\$10) per week.

Ordered, that the South Boston Branch and the Andrew Square and City Point Reading Rooms be closed on Evacuation Day, March 17.

Special privilege cards were granted to George E. B. Putnam, and to Horublower Weeks.

The Librarian presented a request from the Boston Society Dante Alighieri for the use of the Lecture Hall at the North End Branch for a course of lectures on Sunday afternoons; and he was directed to reply that the Trustees find it inexpedient to grant the request.

Dissolved:

Willa Jean Jeary
Clerk.

Friday, March 16, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Kinnery and Mann.

The President Mr. Kinnery in the chair.

The record of the meeting of March 9, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 843 deferred from March 9, and Special

List No. 843 a

chargeable to City money to the amount of \$974.09

chargeable to Trust funds income \$158.57

chargeable to Fellows' Athenaeum \$22.80; also

Miscellaneous supplies for the Central Library and branches

\$604.00, for Bindery \$170.44 and for Printing Department

\$16.80, total \$791.24

List No. 844 of books recommended for purchase was laid over for one week according to rule.

The following order from the City Council was read and ordered placed on file.

"City of Boston

"In City Council

"Ordered: That under authority of chapter 261 of the Acts of 1893, the City Auditor be and hereby is authorized to transfer the sum of Nine thousand two hundred dollars (\$9,200) from the appropriation for Meridian Street Bridge to the appropriation for Library Department, Central Library Building, Addition, etc.

"In City Council, February 19, 1917. Read once and passed - yeas eight, nays none.

"In City Council, March 5, 1917. Read a second time and again passed. - yeas eight, nays none.

"Approved by the Mayor March 8, 1917, he certifying on the

"Original order that the foregoing transfer is not, in his opinion,

"to meet a current expense.

"Attest: (signed) W. J. Doyle, Asst. City Clerk

"The foregoing transfer order was passed in accordance with and after the written recommendation of the Mayor to the City Council dated February 19, 1917.

"Attest: (signed) W. J. Doyle, Asst. City Clerk."

March 16, 1917

Books and

supplies

purchase

authorized

Book list laid over

City Council

order for

additional

appropriation

for Addition

March 16, 1917

Budget items

An acknowledgment from the Mayor of receipt of the communication of the Trustees regarding the Library budget, was read and ordered placed on file.

George B. Long

notice of claim
against.

Notice of a claim against George Baker Long, general contractor for the addition to the Central Library Building, filed by the Spiers Brick Company, was read and ordered placed on file.

Dante Alighieri Society

cannot use lecture
hall, N.E. Branch

The Librarian presented a communication from the Boston Dante Alighieri Society, asking for reasons why the Lecture Hall at the North End Branch cannot be granted for a course of lectures on Sunday afternoons; and it was

Librarian's report

Deposit of books

Voted, that the matter be referred to the Librarian to make suitable explanation to the Society.

The Librarian's report was read by him.

The Librarian was authorized to send a deposit of books to the Women's Municipal League, North Brighton, under the usual conditions.

Gift from Joseph E

Widener

The Librarian reported a gift to the Library from Mr. Joseph E. Widener, of the second volume of the catalogue of the P.A.B. Widener Collection of Lectures, being those of the Early Italian and Spanish Schools, and it was

Voted, that the gift be accepted and the President requested to make suitable acknowledgment therefor.

Allen A. Brown

bequest, opinion of

Corporation Council

regarding proposal

to pay amount of

claim

A communication dated March 16, was received from the Corporation Council regarding the proposal of the executors of the will of the late Allen A. Brown that the Trustees of the Library relinquish their right to approximately fifteen hundred dollars (\$1500), to be paid to Mary A. Brown as part value of a collection of postage stamps claimed by her; and stating that in his opinion the Trustees cannot lawfully relinquish their claim to this property; and it was

Voted, that the President be directed to reply to the executors that the Trustees regret their inability to join with the other heirs in effecting the release desired by them, owing to the opinion of the Corporation Council; and that a copy of this opinion be transmitted with the reply.

Special privileges

Special privilege cards were granted to Reginald S. Anagnon, Marion L. Hunt, Harriet L. Kennedy and the J.A.W.

March 16, 1917

Bills, general

Appropriation

Bird Company.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor.

Chargeable to the general appropriation amounting to fourteen thousand two hundred twenty-five and $\frac{72}{100}$ dollars (\$14,225.72) as follows:

April 1	Pent Roll	\$2,319.16
March 12	G. E. Shober	2,168.40
March 1	Catchpole Bros.	1,954.92
March 10	A. A. Nichols, Auditor	1,838.08
March 1	W. B. Clarke Co.	1,258.71
April 1	Thomas J. Caffey	768.00
March 1	Edison Elec. Illum. Co.	641.38
March 10	Robert Harrison Hall	512.41
Feb. 1	Boston Canal. Gas Co.	311.07
Feb. 10	N. E. Tel. Tel. Co.	179.14
March 1	Boston Ice Co.	157.63
Feb. 24	DeWolfe Tins Co.	148.00
March 1	N. E. Iron Company	139.08
Feb. 21	H. R. Hunting Co.	136.22
Feb. 28	Mary W. Brown	115.00
Mar. 6	Fred P. Lambert	117.00
Feb. 1	Charlottesville Gas. Tel. Co.	88.32
Mar. 3	Diamond-Union Stamp Works	87.50
Feb. 1	P. J. Carley	80.14
Feb. 27	Cook-Vivian Co.	82.81
Feb. 14	Wadsworth, Howland Co.	78.10
Mar. 3	Frank L. Calliger	54.40
Feb. 21	Library Bureau	54.09
Mar. 5	Thomas J. Flynn Co.	53.97
Feb. 13	The H. Griffin Bros. Co.	51.62
Mar. 7	Dominion Paper Co.	50.40
Feb. 23	Longmans, Green Co.	49.12
Dec. 14	Wadsworth-English-Scott Co.	49.00
Feb. 19	J. J. Fitzgibbon Co.	46.00
Jan. 28	Gas Consumers Assn	43.10
Feb. 1	Printing Department	42.40
Mar. 3	Dennison Mfg. Co.	41.70
Feb. 27	Roche & Daly Co.	41.17
Mar. 1	Mass. State Prison	40.00
Feb. 17	James Wilkinson Co.	34.15
Mar. 12	Chas. A. J. Weather Co.	33.00
Feb. 16	Marshall Son Co.	32.00
Feb. 23	Re-New Stamp Co.	30.00
Feb. 21	McGraw-Hill Book Co.	26.20
Feb. 8	H. W. Wilson Co.	24.30
Feb. 21	W. H. Morris Sons	24.00
Feb. 15	John Sarguer's Sons	23.08
Mar. 7	Ritter Co.	21.00
Feb. 28	S. Eugene Proctor Co. Inc.	20.81
Feb. 15	Robert H. Dodd	20.26
Mar. 1	W. J. Hight Co.	16.15
Feb. 28	Todd Bros.	15.10
Feb. 5	Stuart-Howland Co.	13.88
Feb. 24	Curry Bros. Oil Co.	12.90
Dec. 29	United States Rubber Co.	12.71
Feb. 16	R. H. H. Co.	12.26
Mar. 1	Dedham H. P. Gas & L. Co.	10.30
Feb. 27	George H. Williams Co.	10.25
Feb. 23	Wart. Edison Mfg. Co.	10.00
Feb. 28	Amer. Core-Dyne Co.	9.25
Dec. 22	G. D. Baker Machine Co.	8.70
Feb. 28	East Boston Gas Co.	8.48
		\$14,225.72

March 16, 1917

Bills, trust funds
income.

Chargeable to trust funds income amounting to Seventy-two hundred thirty and ⁸⁸/₁₀₀ dollars (\$2,230.88) as follows:

Jan. 21	G. E. Sheehy Mco.	\$905.16
Feb. 27	C. J. Dickey Mco.	463.43
Mar. 10	G. A. Nichols, Auditor	179.65
Jan. 31	Edwin Hale Lincoln	120.00
Mar. 2	H. W. Wilson Co.	84.11
Jan. 17	Langmans, Green Mco.	77.36
Feb. 27	F. C. Sheehy Co. Inc.	50.79
Feb. 8	Amer. Art Loan.	49.50
Mar. 13	Geo. J. Shuman Mco.	37.53
Jan. 29	Geo. L. King	35.00
Mar. 2	H. W. Grant Co.	25.75
Mar. 3	W. H. Almonte	25.00
Mar. 1	Brentano's	25.00
Feb. 1	Mood, Manual Co.	25.00
Mar. 1	Mood's Investors Service	25.00
Feb. 8	Ritter Mco.	22.10
Mar. 5	Albert H. Hall	20.50
Feb. 16	Chas. W. Hoadley Co.	20.17
Mar. 1	W. B. Clarke Co.	15.73
Feb. 5	Boston Music Co.	12.00
Feb. 1	J. H. Foster Mco.	10.10

2,230.88

Bills, payable from
foreign account

Also, bills payable by draft on funds on deposit in London, and the President or Vice President authorized to draw upon Messrs. Morgan, Grenfell & Company, the necessary drafts therefor.

Alfred Bull	\$ 6. 16. 6
Francis Edwards	19. 19. 0
Messrs. Ellis	16. 2. 0
Museum Book Store	2. 10. 0
Bernard Quaritch	433. 14. 4
Gustave Degenhart	2. 126. 85
J. Degenhart	2. 10 43. 83
Martinius Nijhoff	Gen. 718. 73

Resolved:

Nella Van Deary
Clerk.

Friday, March 23, 1917

March 23, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Conway and Mann.
The President Mr. Conway in the chair.

The record of the meeting of March 16, 1917 was read and approved.

The following communication was received and read:

"City of Boston"

"Office of the City Clerk"

"City Hall"

"March 20, 1917"

"To the Trustees of the"

"Boston Public Library."

"I hereby certify that"

"Daniel H. Cookley"

"having been appointed as a Trustee of the Boston Public Library for the term ending April 30, 1919,"

"appeared on March 16, 1917, and was duly sworn as such officer."

"Attest:"

(signed) "W. J. Doyle"

"Asst. City Clerk."

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 844 deferred from March 16 and

Special List No. 844a

chargeable to city money to the amount of \$892.92

chargeable to trust funds income \$308.11

chargeable to Fellows Athenaeum \$3.25, also

Miscellaneous supplies for the Central Library and branches \$286.64, and for Binding \$48.95, - total \$435.59.

List No. 845 of books recommended for purchase was laid over for one week according to rules.

A communication from Mr. Herbert M. Chase, Attorney for the International Engineering Works regarding a contract

Appointment of
Daniel H. Cookley

Books and
supplies,
purchase
authorized

Smoke stack for
Addition

March 23, 1917
Smoke stack for
Addition

to furnish a smoke stack for the boilers for the Addition to the Central Library building, was read and ordered placed on file.

Francis Skinner
estate, final account
of trustee

The President presented a communication from Mr. Augustus P. Loring, trustee under the will of Francis Skinner, enclosing a check for two hundred and sixty and ⁷⁵/₁₀₀ dollars (\$260.75), final payment on bequest of Mr. Skinner to the Library, and requesting approval of his final account as trustee. It was thereupon

Check to City
Treasurer

Voted, that the President be authorized on behalf of the Board to receipt for the amount, and to approve the account of the trustee; and that the check be transmitted to the City Treasurer to be added to the "Francis Skinner Fund."

Librarian's account

The Librarian's report was read by him.

Parlor Reading Room
garage to built
near, hearing on

The Librarian presented notice of a hearing on a petition for the erection of a private garage at 104 Brooks Street, near the Parlor Reading Room; and he was requested to appear at the hearing to see that the rights of the Board are protected, in line with his report thereon.

Addition, claim of
J. J. Hurley, & Co.
for allowance
on contract

A communication from Mr. Joseph McGinniss, architect of the Addition to the Central Library building, relative to a claim of J. J. Hurley Company, in connection with their contract for the steam power, heating and ventilating plant, was read, said claim being for an allowance on account of the non-delivery of certain materials under the former contract of the P. J. Sullivan Company, for which materials, allowance had been made to the city in the proposal upon which the contract with J. J. Hurley Company was based; and the architect was authorized to inform the contractors, subject to the approval of the Corporation Council, that equitable allowance under their claim will be made by the Board, subject to determination as to amount thereof by the architect and to the provisions of the contract relative to additions or deductions from the contract sum.

Whitney bequest
James Lyman Whitney
Fund

Whereas, it appearing that money received as a bequest to the Trustees of this Library, under the twelfth clause of the will of James Lyman Whitney (from one-tenth of the income of a Principal Fund established by the testator remaining after the payment of certain bequests provided for in the will) has with accumulations thereon reached the sum of five thousand dollars (\$5,000); it is

therefore

Voted, that in accordance with the request of the testator, this sum be funded as the "Alice Lincoln Whitney Fund", and that other amounts received or to be received from the one-tenth of remainder of income as aforesaid, be funded as the "James Lyman Whitney Fund", the income of each to be expended in accordance with the terms of the bequest.

Special privilege cards were granted to Adelaide M. White, the Massachusetts Department of University Extension, and the publishers of "Gravels, Marble and Bronze."

Dissolved.

Walter Jean Dany
Clerk.

March 23, 1917

Alice Lincoln Whitney
Fund

James Lyman Whitney
Fund

Special privileges.

March 30, 1917

Friday, March 30, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Larr, Coakley, Connolly, Hanney and Mann.

The President Mr. Hanney in the chair.

The record of the meeting of March 23, 1917 was read and approved.

Books and
supplies
purchase
authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 845 deferred from March 23, and

Special List No. 845A

chargeable to city money to the amount of \$963.86

chargeable to trust funds income \$296.73

chargeable to Illinois Athenaeum \$4.20

chargeable to Galatas fund \$2.50; also

Miscellaneous supplies for the Central Library and Branches

\$536.32, for Binding \$228.23 and for Printing

Department \$5.97, - total \$770.52

Book list laid over

List No. 846 of books recommended for purchase was laid over for one week according to rule.

Location for a down-
town branch

A communication dated March 20 from Whitcomb Company regarding the use of the basement of the Old South Church as a location for a down-town branch of the Library, was read and ordered placed on file.

Public Safety Committee
Library to cooperate
with

The President called to the attention of the Board the work of the Public Safety Committee of the city, and suggested cooperation by the Trustees; and it was

Ordered, that the President be requested to inform the Chairman of the Public Safety Committee that the Trustees desire to cooperate with the Committee in every way possible; and to place the Lecture Hall at their disposal for any purpose which they deem necessary in connection with their work.

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that the following grade increases in pay

March 30, 1917

on account of promotions and transfers, take effect March 30:

Annie E. Mantle, Children's Department, Ten dollars (\$10) to Eleven dollars (\$11) per week; Elizabeth M. Rosemond, Children's Department, Eight dollars (\$8) to Nine dollars (\$9) per week; Margaret M. Keenan, Branch Department, Ten dollars (\$10) to Eleven dollars (\$11) per week; Catherine S. Kennedy, Registration Department, Eight dollars (\$8) to Nine dollars (\$9) per week; Leonora E. Shea, Issue Department, Eight dollars (\$8) to Nine dollars (\$9) per week.

Ordered, that the following persons be employed in the regular service: Margaret H. Butler and Isabel Fickelman, Issue Department, Five dollars (\$5) per week, cash; Isaac Sidel, Ordering Department, Six dollars (\$6) per week; William P. Hickey, elevator attendant, Engineer and Janitor Department, Fourteen dollars (\$14) per week.

A special privilege card was granted to Alice Henry.

Voted, that there be allowed and paid to George Baker Long, the sum of Seven thousand nine hundred fifty-one and $\frac{75}{100}$ dollars (\$7,951.75) the same being the eighth payment on contract dated April 29, 1916, as per architect's certificate dated March 3, 1917; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Central Library Building, Addition.

The Librarian reported a minor accident to the passenger elevator on March 24 last which required shutting it down temporarily; and he submitted reports from the inspector of the Otis Elevator Company, and the inspector of the Public Buildings Department showing the elevator to be now in proper condition; and in accordance with those reports he was directed to operate it as usual.

Voted, that the next meeting of the Corporation be on Friday, April 13, 1917, at 4 o'clock p.m.

Dissolved:

Lella Jean Deery
Clerk.

Funds increased in
pay: Annie E. Mantle
Elizabeth M. Rosemond
Margaret M. Keenan
Catherine S. Kennedy
Leonora E. Shea

Employed:

Margaret H. Butler
Isabel Fickelman
William P. Hickey
Isaac Sidel

Special privileges

Special draft

George B. Long

Elevator, minor

accident

inspection shows it

to be in proper

condition

April 13, 1917

Friday, April 13, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Komey and Mann.

The President Mr. Komey in the chair.

The record of the meeting of March 30, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books and
Supplies
purchase
authorized

Books, List No. 846 deferred from March 30, and

Special List No. 846 A

chargeable to city money to the amount of \$823.17

chargeable to trust funds income \$515.18

chargeable to Fellows' Attendance \$21.23, also

Miscellaneous supplies for the Central Library and Branches

\$687.90, for Buxby \$192.99 and for Printing Department

\$28.16, - total \$909.05.

Book list laid over

List No. 847 of books recommended for purchase was laid over for one week according to rule.

Communications:

Public Safety Committee

Spicer Brick Company

Sidney Smith as

to advantage of

automatic furnace

Librarian's report

Addition, values

not specified

approved for

use

The following communications were read and ordered placed on file: from the Boston Committee on Public Safety thanking the Trustees for their offer of cooperation; and from the Spicer Brick Company withdrawing their claim against George Baker Long.

A communication from Sidney Smith dated April 2, referring to the advantages of his automatic furnace, and submitting a proposal for installing the same, was read; and the Librarian was requested to secure expert advice on the matter, including the opinion of those who have already installed it.

The Librarian's report was read by him.

The Librarian reported that certain values furnished in connection with the contract for the heating apparatus for the Addition to the Library were found to be not according to specifications, but that in order to avoid delay the engineers and architect recommended their use, the difference in value to be adjusted later; and this procedure being approved by the Corporation Counsel, the President had authorized the use of the values in accordance

April 13, 1917

President's action approved

with the recommendation. It was therefore

Voted, that the President's action in the matter be approved and confirmed.

The Librarian was authorized to employ an additional watchman for a period not exceeding three months, at twenty-one dollars (\$21) per week.

Additional watchman
to be employed
temporarily

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid; and the President or Vice President authorized to sign the necessary requisitions therefor:

Bills, general
appropriation

Chargeable to the general appropriation amounting to ten thousand six hundred and thirty and $\frac{97}{100}$ dollars (\$10,630.97) as follows:

Apr. 1	W. B. Clarke Co.	1692.92
Apr. 10	A. A. Nichols, Inc.	1,609.28
May 1	Rent Roll	899.16
May 1	Thomas J. Laffer	719.08
Apr. 10	Robert Harrison & Co.	525.18
Apr. 1	Edison Bros. Illum. Co.	521.96
Apr. 10	De Wolf T. Dike Co.	352.47
Mar. 1	Boston Gasol. Gas Co.	286.03
Mar. 16	Thomas Butler & Co.	235.96
Mar. 10	White, Son & Co.	230.20
Mar. 23	Benj. N. Moore & Co.	229.38
Apr. 2	Lyons Union Co.	217.12
Mar. 14	Post & Koto	192.00
Mar. 20	C. B. Hewitt Bros.	190.00
Apr. 2	Charleston Gas & Elec. Co.	158.40
Mar. 8	Printing Dept.	158.91
Mar. 13	Batchelder Bros.	131.62
Mar. 31	Mary W. Cronan	127.50
Apr. 2	Wadsworth, Howland & Co.	119.92
Mar. 21	John Targhan's Sons	110.84
Mar. 19	Boston Index Card Co.	108.00
Mar. 30	J. C. Schert Co. Inc.	105.55
Apr. 6	Matthew D. Sheehan Co.	44.04
Apr. 11	Songmaus, Green & Co.	89.47
Apr. 10	James J. Wingate & Son	88.40
Mar. 30	H. R. Huntington Co.	86.76
Mar. 28	J. D. Fitzgerald & Co.	79.95
Mar. 26	Marshall Son & Co. Corp.	78.70
Mar. 20	C. J. Libbie & Co.	75.71
Mar. 12	L. C. Smith & Co.	67.05
Mar. 26	W. H. Morris & Son	59.98
Mar. 30	Wm. C. Robinson & Son Co.	56.40
Apr. 9	Women's Indus. Indust. Union	54.81
Apr. 12	Indus. Alkali Works	46.90
Apr. 1	N. E. Bond Supply Co.	45.13
Mar. 31	Dim. & Union Stamp Works	45.10
Mar. 28	Thomas J. Flynn & Co.	44.85
Mar. 24	Boston Book Co.	38.80
Mar. 15	Stuart, Howland & Co.	38.03
Mar. 26	A. Lang Co.	34.00
Mar. 31	D. Van Hook & Co.	33.39
Mar. 19	Nichols Stone Co.	32.00
Mar. 31	Gas Consumers' Assn.	30.00
Mar. 21	Union Paste Co.	28.40
Mar. 31	N. E. Sch. & Tel. Co.	28.10

Carried forward \$10,147.05

April 13, 1917

Bills, general
appropriation

	Brought forward	\$ 10,144.05
Apr. 11	Jameson Co.	27.68
Apr. 2	Simpson & Co.	26.51
Mar. 21	Mrs. M. Polaker	25.92
Mar. 22	Duplex-Kapthol Co.	25.60
Mar. 22	Quers - Express Co.	24.66
Feb. 12	Quimpton Superint. Co.	24.43
Mar. 31	Roche & Daly Co.	21.25
Feb. 21	James Wilkinson Co.	21.00
Mar. 29	Dennison-Mfg. Co.	20.63
Mar. 14	Hoyle Boiler Works	18.70
Mar. 22	Thomas Nelson & Sons	18.00
Mar. 31	Otto Elevator Co.	18.00
Mar. 20	Houghton Mifflin Co.	17.50
Mar. 31	J. G. Hall	17.45
Mar. 16	Waltham-Langdon-Rott Co.	16.45
Mar. 29	Frank E. Collier	16.40
Apr. 4	Mass. State Prison	16.04
Mar. 29	United States Rubber Co.	15.84
Mar. 7	S. S. Pierce Co.	14.16
Apr. 11	The Bullard Co.	14.00
Mar. 26	Yowden, Smith & Hopkins	14.00
Mar. 20	Library Bureau	13.25
Mar. 1	John A. Jovell Bank Note Co.	12.00
Feb. 5	Simpson & Co.	11.10
Apr. 5	Frank W. Colburn	10.00
Jan. 26	Globe Printers Roller Co.	9.20
Jan. 25	Andrew Dutton Co.	8.20
Jan. 2	John Barker & Co.	5.95

\$ 10,630.97

Bills, trust funds
income

Chargeable to trust funds income amounting to
seven hundred eighty-five and $\frac{16}{100}$ dollars (\$785.66) as follows:

April 10	A. A. Nichols, Auditor	\$ 200.92
Mar. 17	D. Van Nostrand & Co.	104.62
Mar. 17	Thomas Nelson & Sons	42.00
Mar. 21	B. P. L. Employees Benefit Assn.	42.00
Apr. 1	W. B. Clarke Co.	66.59
Apr. 3	Anderson Galleries, Inc.	45.75
Mar. 20	C. J. Libbie & Co.	36.10
Mar. 27	Mrs. J. Campbell	33.25
Mar. 9	Howard Insurance Co.	30.00
Jan. 5	Johnson Book Co.	28.50
Mar. 29	Greithopf & Hartel	27.88
Feb. 3	King-Richardson Co.	23.50
Mar. 30	J. C. Dechert Co.	20.63
Mar. 1	Boston Music Co.	13.42
Mar. 30	Boston Book Co.	10.50

\$ 785.66

Boiler inspection

A certificate of Boiler inspection was received,
examined and ordered placed on file.

Mrs. J. T. Cuyler
gift of miniatures

The Librarian presented an offer from Mrs. J. T. Cuyler to give to the Library as a memorial to her late husband, a set of twelve miniatures on vellum from a 16th Century Book of Hours, in a suitable showcase for permanent display, on condition that it be kept in a room always open to the public; and on his recommendation, it was

Ordered, that the gift be accepted.

April 13, 1917

Special privileges

Special privilege cards were granted to
Elizabeth G. Hamilton, Helen P. Magee, Albertus Construction
Company, Industrial Service and Equipment Company, and
the National Shawmut Bank.

The Librarian was authorized to print a "Selected
list of books on national defense", to be sold at five cents a
copy to the general public, and distributed to military
authorities free, on application.

List of books on
national defense
to be printed

Resolved:

Helen Jean Deery
Clerk.

April 20, 1917

Friday, April 20, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly and Hanney.

The President Mr. Hanney in the chair.

The record of the meeting of April 13, 1917, was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 847 deferred from April 13, and

Special List No. 847 A

chargeable to city money to the amount of \$1239.80

chargeable to trust funds income \$870.52

chargeable to Fellows' Allowance \$42.78

chargeable to Galatia fund \$3.30, also

Miscellaneous supplies for the Central Library and branches

\$336.49, for Bindery \$20.62 and for Printing Department

\$41.30, - total \$298.41.

List No. 848 of books recommended for purchase was laid over for one week according to rule.

Circular No. 51 from the Mayor was read and ordered placed on file.

A communication from the Junior City Council, Charlestown School Centre, requesting the Trustees to place in the Charlestown Branch a complete set of Massachusetts Reports, was read and referred to the Librarian for examination and report.

The Librarian's report was read by him.

On recommendation of the Librarian the request of the Rev. Henry C. Santorio for permission to use the Lecture Hall of the North End Branch for a lecture on the evil of hunting and trapping birds, was granted.

Special privilege cards were granted to Elizabeth McBracken and Bahri Ouari.

Voted, that there be allowed and paid to George Baker Long the sum of Seven thousand nine hundred thirty-four and $\frac{75}{100}$ dollars (\$7,934.75) the same being the ninth payment on contract dated

Books and
supplies
purchase
authorized

Book list laid over

Mayor's circular

Charlestown School
Centre, request for
State Reports at
Chas. Branch

Librarian's report
North End Branch
use of lecture hall

Special privileges

Special draft
George B. Long

April 20, 1917

Special drafts

J. J. Hurley Company

Joseph McGinniss

April 29, 1916; and to J. J. Hurley Company the sum of Nine thousand four hundred seventy-seven and $\frac{57}{100}$ (\$9,477.57) the same being the first payment on contract dated March 13, 1917, as per architect's certificates; and to Joseph McGinniss the sum of Four hundred sixteen and $\frac{89}{100}$ dollars (\$417.89) the same being for professional services in connection with the above; and that the President or Vice President sign requests on the City Auditor for special drafts in favor of said payments said amounts to be charged to the appropriation for Central Library Building, Addition.

Dissolved.

John Van Deery
Clerk

April 27, 1917

Friday, April 27, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Conway and Mann.

The President Mr. Conway in the chair.

The record of the meeting of April 20, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 848 deferred from April 20, and

Special List No. 848A

chargeable to city money to the amount of \$835.47

chargeable to trust funds income \$547.98; also

Miscellaneous supplies for the Central Library and branches

\$1656.07, for Bindery \$17.20 and for Printing Department

\$62.88, total \$1736.25

List No. 849 of books recommended for purchase was laid over for one week according to rule.

A communication from the Mayor's office transmitting a letter from the Francis Parkman Parents' Association relative to the establishment of a branch of the Library in the Forest Hills district, was read; and the President was requested to reply to the Mayor by referring to a previous report on this subject, which represents the opinion of the Board at the present time.

In view of the proposed visit of the Commission of the French Government to Boston, the President called the attention of the Board to certain historic facts relating to the gift of the French Government in 1842 of fifty volumes, through Alexandre Vattemare, towards the foundation of the Library; and he was requested to transmit this information to the Mayor, and if possible, to arrange for a visit of these distinguished guests of the city, to the Library.

And the Librarian was directed to place these books on exhibition, and to display the tricolor of France on the front of the Central Library building during the visit of the Commission.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Books and
Supplies
purchase
authorized

Book list laid over

Forest Hills district
request for branch

Proposed visit of
French War Commission,
President to call
Mayor's attention to
facts relating to
Vattemare's work

Books to be exhibited
and tricolor to be
displayed

Librarian's report

April 27, 1917

Promotions & transfers

M. Florence Cufflin

Elizabeth P. Ross

Beatrice C. Maguire

Edelene L. Sampson

Ellen E. Cummings

Anna L. Manning

Mary T. Minton

Resignation

Ruth B. Sather

grade increase in
pay

Hugh F. Garrity

employed

Special privileges

Brighton Branch, employees
to use land for gardensLibrarian's annual
report

Ordered, that on May 15, Mr. Florence Cufflin be transferred from the Codman Square Branch to the South Boston Branch, as custodian, without change in pay, in place of Mary T. Minton resigned; that Elizabeth P. Ross be promoted from the Boylston Station Reading Room to the Codman Square Branch, as custodian, with increase in pay to One thousand dollars (\$1000) per year; and Beatrice C. Maguire promoted from the Charlestown Branch to the Boylston Station Reading Room, as custodian, with increase in pay to Twelve dollars (\$12) per week; that Edelene L. Sampson be transferred from the South Boston Branch to the Codman Square Branch as second assistant, without change in pay; and Ellen E. Cummings transferred from the Codman Square to the South Boston Branch as general assistant, with increase in pay to Twelve dollars (\$12) per week; and that Anna L. Manning of the South Boston Branch be promoted to the position of second assistant, with increase in pay to Thirteen and ³⁵/₁₀₀ (\$13.35) per week.

Ordered, that Ruth B. Sather, first assistant at the Codman Square Branch be allowed grade increase in pay from Twelve dollars (\$12) to Fourteen dollars (\$14) per week, April 27.

Ordered, that Hugh F. Garrity be employed temporarily as night watchman, at Twenty-one dollars (\$21) per week, beginning May 3.

Special privilege cards were granted to Edward E. Allen, Carl G. Horst, Michael J. Jordan, and Edith B. Ordway.

The Librarian was authorized to arrange for the cultivation of the land at the Brighton Branch by the employees, for their use.

The Librarian presented his report for the year ending January 31, 1917.

Dissolved:

Oliver Van Deery
Clerk.

May 4, 1917

Friday, May 4, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 11 o'clock p.m.

Present: Messrs. Carr, Connelley, Connelley, Conway and Mann.

The President Mr. Conway in the chair.

The record of the meeting of April 27, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 849 deferred from April 27, and

Special List No. 849a

chargeable to city money to the amount of \$1099.50

chargeable to trust funds income \$1272.67

chargeable to Fellows' Allowance \$26.71, also

Miscellaneous supplies for the Central Library and branches \$564.41.

List No. 850 of books recommended for purchase was laid over for one week according to rule.

A communication from the Mayor dated May 4, regarding the height of the smoke stack on the addition to the Library, and suggesting consideration by the Trustees of an oil burning system of heating, was read and laid upon the table.

The President reported that in accordance with the vote of April 27, he had transmitted the following letter to the Mayor:

"April 29, 1917

"Honorable James M. Connelley

"Mayor of the

"City of Boston.

"Your Honor:

"The presence in the United States as the guests of the Nation of the distinguished delegation of French diplomats and officers, headed by the former premier, Rene Viviani, and Marshal Joseph Joffre, and the proposed visit of these eminent men to our city before their return to

Books and
Supplies
purchase
authorized

Book list laid over

Addition height of
smoke stack;

Oil burning plant

Letter to Mayor
regarding gift of
French Government
through Alexandre
Vattenmire

May 4, 1917

Letter to Mayor
regarding Alexandre
Vattenmire and
gift of French
Government
towards formation
of library

"France, recall the historic fact that Boston is deeply indebted to an honored son of France for the initial idea that is responsible for the establishment of the Boston Public Library, the first great institution of its kind in the United States.

"Inc calculable benefit has accrued to the people of this City and Commonwealth as the result of the idea conceived in the mind of a scholarly son of France. He has bequeathed to posterity a priceless gift. The modest beginning of the Boston Public Library with fifty volumes presented by the City of Paris as a nucleus, and which were deposited in a small room in City Hall, has grown to 1,137,682 volumes, with a magnificent central building, a monument of superb architecture, and thirty branches and reading rooms distributed throughout the city.

"The Trustees of the Library, prompted by grateful consideration and recognizing the invaluable service to the cause of popular education rendered by Alexandre Vattenmire seventy-five years ago, desire at this time, when the two democracies are allied by the closest ties of brotherhood in the stupendous struggle that has shaken the foundations of civilization, to call the attention of the present generation to the inestimable value of the movement which was inaugurated at the suggestion of the genius, Vattenmire, when he presented a plan to the Mayor of Boston in 1842 for the amalgamation of the private libraries then existing in our city, under the direction of the city, for the use and benefit of all the inhabitants.

"Vattenmire himself said that his system was designed to give the intellectual treasures of the cultivated world the same dissemination and equalization which commerce has already given to its material ones, and the outcome was to be 'the establishment in every quarter of the world of free libraries and museums, ever open to the use of the people.'

May 4, 1917

Letter to Mayor
regarding
Alexandre Vattumore
and gift of
French Government
towards formation
of Library

"At a public meeting held on April 24, 1842, in the rooms
"of the Mercantile Library Association, M. Vattumore explained
"his system fully, and in the resolutions adopted by
"representative Boston citizens this prophecy was made:
"The adoption of M. Vattumore's system of national
"interchange will tend to remove national and sectional pre-
"judices, and will promote the great cause of peace, by
"uniting all nations in intellectual brotherhood. 'What
"a marvelous vision those men of Boston of 1842 possessed!
"And now the United States and France are linked in the great
"struggle out of which will come, with God's help, universal
"peace and intellectual brotherhood, - a triumphant democracy.

"This project of Vattumore was the beginning of the public
"library movement in the United States, which has grown to
"wonderful fruition, and the opportunity now presents itself
"for the city to express fittingly its lasting obligation and
"felicitations to the Republic of France and the City of Paris,
"by extending such a welcome to our visitors as will show our
"profound appreciation of the act of this noble son of an
"intellectual and sympathetic people.

"Alexandre Vattumore visited Boston in 1839, before any
"such institution as he proposed existed in the United
"States, and in this city he devoted time and energy, in
"addresses at public meetings of our citizens and by
"urgent solicitation of the Mayor, in behalf of the formation
"of a great public library and scientific depository here.

"To promote its institution, M. Vattumore transmitted as
"a gift from the City of Paris, in the name of the Minister of
"Public Instruction of France, a collection of important volumes
"relating to the internal affairs, local government, history and
"statistics of the City of Paris, and in doing so said:

"The cities of Boston and Paris are now connected by
"so many ties, not only of ancient friendships, but of con-
"stantly increasing social and business relations, that I
"am most happy in being, in the present instance, the
"honored instrument of that mutual exchange of public

May 4, 1917

Letter to Mayor
regarding
Alexandre Vattumore
and gift of the
French Government
towards formation
of Library.

"acts and courtesy and beneficence by which France
"hopes to be able to cement more strongly the kind
"and happy relationship, which has ever existed between
"her and the United States of America."

"In response, the City Council of that day secured a
"reciprocal gift of similar character, by the voluntary
"and individual contributions of our citizens, which was
"sent to France, and in transmitting this gift said: 'The
"rare and valuable works received from Paris are the
"nucleus around which, we earnestly hope, a new and
"popular institution will speedily arise, which shall open
"its doors to the public'; and in personally acknowledging
"the gifts received through M. Vattumore, Mayor Bigelow
"said: 'They are treasured not only as the gift of an
"illustrious people, but as the basis, and no insignificant
"portion, of a free municipal library which we are taking
"active measures to establish.'

"The Boston Public Library, to the foundation of
"which M. Vattumore and through him the City of Paris so
"efficiently cooperated, is now of international reputation.
"It was the first large library free to all to be opened by
"municipal authority, and thus stands at the head of the
"public library movement now world wide, and, as Dr.
"Winsor, a former librarian, has well said: 'In the agitation
"that Vattumore incited, we must look for the earliest move-
"ments which can be linked connectedly with the fruition
"now enjoyed.'

"In calling your attention to these historic facts at
"this time, the Trustees respectfully suggest to your Honor
"the appropriateness of extending to the distinguished visitors
"a special invitation to visit the Boston Public Library
"and inspect its treasures of books and art, that
"they may be impressed by the wonderful results of the
"brilliant idea born in the brain of the famous Vattumore,
"and that the thanks of the City of Boston be con-
"veyed to the French Government, through their representatives.

May 4, 1917

"for the supreme manifestation of brotherhood contained in the
 "splendid proposition presented to the City in 1842 by Alexandre
 "Villeneuve.

"For the Trustees of the Public Library

"of the City of Boston,

(signed) William F. Kenney

"President."

President to arrange
 for visit of French
 Commission to
 Library

Librarian's report

Grade increases:

Caroline Curtis

Gertrude E. Griffin

Ruth von Schoppe

Elizabeth H. MacShane

Alice L. Murphy

Palmira Piccolo

Voted, that the President be requested to cooperate with the Committee
 on the reception to the French Commission in arranging for a visit of the
 Commission to the Library, and for the decoration of the building.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that the following grade increases in pay take effect at
 the dates named: Caroline Curtis, Upham's Corner Branch, Nine dollars
 (\$9) to Ten dollars (\$10) per week, May 4; Gertrude E. Griffin, Parker
 Hill Reading Room, Nine dollars (\$9) to Ten dollars (\$10) per week, May 4;
 Ruth von Schoppe, Issue Department, Five dollars (\$5) to Five and ⁵⁰/₁₀₀
 dollars (\$5.50) per week, May 11; Elizabeth H. MacShane, Warren Street
 Reading Room, Nine dollars (\$9) to Ten dollars (\$10) per week, May 18;
 Alice L. Murphy, City Point Reading Room, Fourteen dollars (\$14) to
 Fifteen and ²⁵/₁₀₀ dollars (\$15.25) per week, May 18; Palmira Piccolo, Issue
 Department, Five dollars (\$5) to Five and ⁵⁰/₁₀₀ dollars (\$5.50) per
 week, May 18.

Trade Union rate of pay

John A. Lawrence

Alexander D. McGee

Ordered, that the pay of John A. Lawrence, carpenter, be
 Twenty-six dollars (\$26) per week, and that of Alexander D. McGee, painter,
 Twenty-five dollars (\$25) per week, beginning May 4; to conform to Trade
 Union rates.

Mary R. Bartlett

offer of marble

Statue: accepted

subject to approval of

Art Commission

The Librarian presented an offer from Miss Mary D. Bartlett,
 to give to the Library for the Children's room, a white marble statue of "A
 little girl feeding a swan", and on his recommendation it was
 Voted, that the gift be accepted, subject to the approval of the
 Art Commission; and that suitable acknowledgment be made to Miss Bartlett
 for her generosity.

Elevator inspection

Special privileges

A certificate of elevator inspection was received, examined and
 ordered placed on file.

Special privilege cards were granted to Elizabeth Hranovitz,

May 4, 1917

Margery E. McDermott, Irving E. Storer, M.D., the Irving-Casson - P.H.
 Davenport Company, and to Brigadier-General Clarence R. Edwards and
 members of his staff.

In accordance with the vote of April 13, the Librarian
 submitted a special report on the Smith Automatic Furnace, and
 the Mayor's communication of May 4, was taken from the table and
 considered in connection with this report, and it was

Voted, that the question of an oil burning system of heating
 be referred to the Librarian for investigation and report.

Voted, that the Librarian's annual report, submitted on
 April 27, be approved; and that 3000 copies, together with the
 report of the Trustees and the Examining Committee, be printed for
 distribution.

Dissolved:

Ellen Jean Deery

clerk.

Monday, May 7, 1917

Date for annual meeting of the Corporation.

Present: Mr. Kenney.

There being no quorum, the meeting was adjourned
 to Friday, May 11, at 4 o'clock p.m.

Ellen Jean Deery

clerk.

Librarian's report on
 Smith Automatic Furnace;
 consideration of oil burning
 plant referred to Librarian
 for report

Librarian's annual
 report approved

Date for annual
 meeting: no
 quorum.

May 11, 1917

Annual meeting

Friday, May 11, 1917

The adjourned annual meeting of the Corporation was held in the Trustees' room at 4.45 o'clock p.m.

Present: Messrs. Carr, Bookley, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The records of the annual meeting of May 19, 1916, the special meeting of February 13, 1917, and the adjourned annual meeting of May 7, 1917, were read and approved.

The Corporation proceeded to the election of officers by vote vote as follows:

Della Jean Deery

elected Clerk

First vote for Clerk: Mr. Carr voted for Della Jean Deery, Mr. Bookley voted for Della Jean Deery, Father Connolly voted for Della Jean Deery, Mr. Kenney voted for Della Jean Deery, Dr. Mann voted for Della Jean Deery, who was declared elected Clerk, and qualified for office by taking and subscribing the following oath:

I, Della Jean Deery solemnly swear that I will well and faithfully perform all the duties incumbent upon me as Clerk of the Trustees of the Public Library of the City of Boston.

Della Jean Deery

Suffolk SS. Subscribed and sworn to this eleventh day of May, A. D. 1917.

Before me:

Frank C. Blaisdell.

Notary Public.

William F. Kenney

elected President

First vote for President: Mr. Carr voted for William F. Kenney; Mr. Bookley voted for William F. Kenney; Father Connolly voted for William F. Kenney; Mr. Kenney voted for Samuel Carr; Dr. Mann voted for William F. Kenney; and William F. Kenney was declared elected President.

Samuel Carr

elected Vice President

First vote for Vice President: Mr. Carr voted for Alexander Mann; Mr. Bookley voted for Samuel Carr; Father Connolly voted for Samuel Carr; Mr. Kenney voted for Samuel Carr; Dr. Mann voted for Samuel Carr; and Samuel Carr was declared elected Vice President.

There being no further business the meeting was dissolved.

Della Jean Deery

Clerk.

May 11, 1917

Friday, May 11, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Bookley, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of May 14, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books List No. 850 deferred from May 14, and Special List No. 850a chargeable to city money to the amount of \$583.48 chargeable to trust funds income \$169.82 chargeable to Belmonts Athenaeum \$3.30; also Miscellaneous supplies for the Central Library and branches \$823.71, for Bindery \$10.04 and for Printing Department \$19.12, total \$852.87.

List No. 851 of books recommended for purchase was laid over for one week according to rule.

A communication from Lieut. J. W. Hyatt acknowledging on behalf of General Edwards the receipt of the special privilege cards granted by the Trustees to the members of his staff, was read and ordered placed on file.

The President reported to the Board the arrangements for the reception of the French Commission at the Library on Sunday afternoon, May 13; and on recommendation of the Librarian, it was

Ordered, that the Central Library, branches and reading rooms be closed on Saturday afternoon, May 12, from 1 to 6 o'clock, during the parade in celebration of the visit of the Commission to Boston.

The Librarian's report was read by him.

The Librarian was authorized to expend a sum not exceeding \$50 at the sale of the W. H. Cummings Library in London on May 17; chargeable to trust funds income.

Books and
Supplies
Purchase
authorized

Book list laid
over

Gen. Edwards acknow-
ledges receipt of
special cards

French War Com-
mission, reception

Central Library and
branches to be
closed for parade

Librarian's report
Books to be bought
at Cummings
sale.

May 11, 1917

Bills, general
appropriation

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Chargeable to the general appropriation amounting to Eighty-five hundred and two and $\frac{53}{100}$ dollars (\$8,502.53) as follows:

May 1	W. B. Clarke Co.	\$1,508.15
May 5	A. A. Nichols, Auditor	1,277.54
Mar. 31	Batchelder Bros.	511.08
June 1	Thomas J. Laffey	772.50
June 1	Reut Rose	606.66
May 1	Edison Elec. Illum. Co.	491.78
May 1	De Wolfe & Lick Co.	316.55
Apr. 2	Boston Consul. Gas Co.	292.25
May 8	Albert Harrison Hall	247.43
Apr. 26	J. D. Fitzgerald Bros.	151.75
Apr. 30	Mary W. Cronan	120.00
Apr. 16	Book-Vincent Co.	112.00
Apr. 26	E. B. Hewitt & Bros.	110.00
Apr. 18	Joseph E. Greene Co.	105.62
Apr. 1	Frank L. Whitcomb & Bros.	105.60
Apr. 23	Marshall S. V. Co. Corp.	88.71
Apr. 23	H. P. Huntington Co., Inc.	55.14
Apr. 23	W. H. Morris Bros.	53.25
Apr. 11	Farley & Harney Bros.	52.50
Apr. 14	W. J. Maguire	52.50
Apr. 18	W. C. Wood Co.	52.50
May 1	N. E. Company	50.30
Apr. 30	D. Van Nostrand & Co.	49.64
Apr. 17	Walsworth, Harland Bros.	49.31
Apr. 20	Walsworth, English, Flett Co.	45.90
Apr. 12	Sprinkles Co.	42.82
Apr. 14	Boston Mat & Basket Co.	42.00
Apr. 13	Stone & Joseph Co.	42.19
Feb. 16	E. Harney Bros.	30.10
Apr. 18	Carter, Rice Bros.	30.00
May 3	Re-New Lamp Co.	30.00
Apr. 23	James, Wilkinson Co.	27.00
Apr. 30	Lemmon Mfg. Co.	26.71
Apr. 25	Gas Consumers Assoc.	26.44
Apr. 25	Longmans, Green & Co.	25.29
Apr. 28	Thread Agency	24.70
Apr. 16	Waller A. Wentworth	24.46
Apr. 16	H. W. Wilson Co.	31.25
May 3	C. E. Straker Bros.	21.02
Apr. 28	Rosier & Daly Co.	20.35
Apr. 7	Printing Department	18.00
Apr. 17	Boston Plate & Window Glass Co.	17.75
Apr. 30	M. S. Del. & Del. Co.	17.74
Apr. 25	W. H. Lowdenmilk Bros.	16.38
Apr. 30	Matthews & Shachan Co.	15.67
May 2	Smart, Harland Co.	15.60
Apr. 21	Harvard Brush Co.	15.50
Apr. 27	Old Corner Book Store	15.32
Apr. 26	Foster Bros.	14.40
May 1	Delham & H. P. Gas Co. & L. Co.	13.80
Apr. 13	Boston Plumbing Co.	13.12
Apr. 10	Otis Elevator Co.	11.45
Apr. 11	Herman Goldberger	10.52
Apr. 6	Ritter Bros.	9.14
Mar. 17	Schmuck Book Co.	8.35
May 1	Diamond-Union Stamp Works	8.15
May 14	C. S. Hammond Bros.	29.00
May 1	P. D. Carley	255.65
		\$ 8,502.53

May 11, 1917

Bills, trust funds
income

Chargeable to trust funds income amounting to Eight hundred twenty-seven and $\frac{91}{100}$ dollars (\$827.91) as follows:

May 5	A. A. Nichols, Auditor	\$270.39
Apr. 25	Anderson Galleries, Inc.	103.50
Apr. 5	Yale University Press	47.70
Apr. 6	Chas. W. Honyer Bros.	32.80
May 1	Albert Harrison Hall	32.83
Apr. 28	William H. Murray	31.98
Mar. 20	McGraw-Hill Book Co.	30.60
Apr. 30	D. Van Nostrand & Co.	26.53
Apr. 5	E. J. Libbie Bros.	24.13
Apr. 2	Rand McNally Bros.	20.00
Apr. 26	Scott & O'Shaughnessy, Inc.	18.00
Apr. 14	W. H. Prescott	16.10
Apr. 11	Boston Music Co.	13.64
Apr. 12	Schmuck Book Co.	13.58
Apr. 10	American Art Assoc.	13.08
Apr. 7	Old Corner Book Store	9.85
May 1	W. B. Clarke Co.	9.40
Jan. 15	D. H. Croston Bros.	8.80
Apr. 27	Amer. Socy Heating & Vent. Engrs.	105.00
		\$827.91

Voted, that there be allowed and paid to the Board of Commissioners of Sinking Funds, the sum of Twelve thousand nine hundred thirty-seven and $\frac{33}{100}$ dollars (\$12,937.33) being the balance unexpended of special appropriation for Library Building, Dartmouth Street, the same to be used to reduce the debt contracted for the Library Building; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Library Building, Dartmouth Street, also that there be allowed and paid to George Baker Long, the sum of Seven thousand and ninety-seven and $\frac{50}{100}$ dollars (\$7,097.50) the same being the tenth payment on contract dated April 29, 1916, as per architect's certificate; and to Joseph McGinniss the sum of One hundred and seventy and $\frac{34}{100}$ dollars (\$170.34) the same being for professional services in connection with the above; and that the President or Vice President sign a request on the City Auditor for special drafts in favor of said payments, said amounts to be charged to the appropriation for Central Library Building, Addition.

Mr. Coakley presented a communication addressed to him by Mr. George H. Earley of the Printing Department, regarding his pay.

Dissolved: Della Jean O'Leary, Clerk.

Special drafts to
Commissioners of
Sinking Funds

to George B. Long

to Joseph McGinniss

George H. Earley
regarding pay

May 18, 1917

Friday, May 18, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Cookley, Kamey and Mann.
The President Mr. Kamey in the chair.

The record of the meeting of May 11, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 851 deferred from May 11

chargeable to city money to the amount of \$2236.99

chargeable to trust funds income \$215.44

chargeable to Bowers Athenaeum \$8.26, also

Miscellaneous supplies for the Central Library and branches

\$408.74, for Bindery \$20.70 and for Printing Department

\$642.32, - total \$1071.76.

List No. 852 of books recommended for purchase was laid over for one week according to rule.

A communication from the Mayor, transmitting a request from the Harvard Improvement Association for the establishment of a branch of the Library on Harvard Street, Dorchester, was referred to the Librarian for report at the next meeting.

Dr. Mann reported an offer from the Anne Hutchinson Statue Committee, through the Secretary, Mr. Erving Winslow, to present to the Library a plaster model of the proposed statue of Anne Hutchinson, to be placed in the entrance hall of the Library opposite the statue of Sir Harry Vane; and it was

Voted, that Mr. Winslow be requested to make a formal statement of this offer in writing; and that Dr. Mann communicate to him the wishes of the Board in this matter.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that Helen S. Ryan be regularly employed as assistant at the Charlestown Branch, at seven dollars (\$7) per week, beginning May 25, 1917.

Ordered, that the schedule of summer hours at

Books and
supplies
purchase
authorized

Book list laid
over

Harvard Improvement
Association, request
for establishment of a
branch

Anne Hutchinson
statue offered
through Dr. Mann

Formal request to be
made in writing

Librarian's report

Helen S. Ryan
employed

May 18, 1917

Summer hours
at branches

the branches and reading rooms be as follows: from July 1 to September 15, all branches except the Codman Square, Hyde Park, North End and West End, to be closed at 9 p.m. on Wednesdays and Saturdays and on other days at 6 p.m.; the North End Branch to be closed on Saturdays at 6 p.m. and on other days at 9 p.m.; the hours of the Codman Square and Hyde Park branches to be 2 to 9 p.m. daily; the Dorchester Lower Mills and Mattapan reading rooms to be closed on Saturdays at 8 p.m. and on other days at 6 p.m.; all other reading rooms to be closed on Wednesdays at 6 p.m. on Saturdays at 9 p.m. and on other days at 8 p.m.; and the West End Branch to be closed daily at 9 p.m. from June 1 to September 30.

A special privilege card was granted to the McGrath Sherrill Press.

Voted, that there be allowed and paid to J. J. Hurley & Co. the sum of thirty-four hundred and forty-two and ⁵⁰/₁₀₀ dollars (\$3442.50) the same being the second payment on contract dated March 13, 1917, as per architect's certificate dated May 15; and to Joseph McFinniss the sum of eighty-two and ⁶²/₁₀₀ dollars (\$82.62) for professional services in connection with the above; and that the President or Vice President sign requests on the City Auditor for special drafts in favor of said payments, said amounts to be charged to the appropriation for Central Library Building, Addition.

On recommendation of Dr. Mann, the Librarian was directed to take such action as may be necessary to supply books and other reading matter to the men attached to the Receiving Ship at Commonwealth Pier.

A communication was received from the Caliban Committee of Greater Boston, asking permission on behalf of the Boston Metropolitan Chapter American Red Cross, to sell tickets at the Library during the week of May 28, for the Masque "Caliban" to be presented in Boston in June as a means of raising a fund for the American Red Cross; and after consideration, it was

Voted, that the permission be granted, subject to such regulations as the Librarian may find necessary.
Dissolved:

Helen Ryan Clerk.

Special privileges

Special drafts

J. J. Hurley & Co.

Joseph McFinniss

Books for Commonwealth
Pier

Caliban Committee
to sell tickets in
Library

May 25, 1917

Friday, May 25, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Conway and Mann.

The President Mr. Conway in the chair.

The record of the meeting of May 18, 1917 was read and approved.

Books and
supplies
purchase
authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 852 deferred from May 18,

chargeable to city money to the amount of \$415.75,

chargeable to trust funds income \$101.11,

chargeable to Ellenwood Athenaeum \$19.05, also

Miscellaneous supplies for the Central Library and branches

\$194.47, for Bindery \$7.02 and for Printing Department

\$72.89, total \$1997.38.

Book list laid over

List No. 853 of books recommended for purchase was laid over for one week according to rule.

Claim against
G. B. Long

Notice of a claim against George Baker Long, filed by the Victoria White Granite Company, was received and order passed on file.

Rev. J. Groot, to
reproduce Sargent
pictures

A communication from the Rev. J. Groot, regarding reproduction of the Sargent decorations, was read and referred to the Librarian for reply.

Anne Hutchinson
Statue, formal
offer

A communication dated May 21 was received from the ^{Statue} Anne Hutchinson Committee, offering as a gift to the Library a plaster model of a statue of Anne Hutchinson, to be placed in the entrance hall; and was considered at length, together with other documents relating to the same subject; and it was

Not accepted

Voted, that the Trustees deem it inexpedient to accept the gift.

Mr. Charles C. Lebon
gift of photographs

The President presented a gift from Mr. Charles C. Lebon, of a collection of photographs and other material relating to the visit of the Roxbury Mission to Boston in 1902.

Liberty Loan
committee to use
Lecture Halls

The President reported that he had offered to the Liberty Loan Committee the use of the lecture halls in the

May 25, 1917

Librarian's report

Library system; and his action was approved and confirmed.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Voted, that an additional allowance of seventy dollars (\$70.00) per week be made to Puckham's Book Day Express, J. J. Laffey, Manager; on account of transportation service, to date from June 1, 1917.

Transportation service
increase in allowance
for

Ordered, that the following persons be employed in the regular service, beginning May 25: Bernard Insolt, Special Librarian, Six dollars (\$6) per week; Mary Golden, Andrew Square Reading Room, Eight dollars (\$8) per week; Georgina A. Stewart, Hyde Park Branch, Eight dollars (\$8) per week, and that Clara L. Maxwell be transferred from the Charlestown to the South End Branch, without change in pay.

Employed:
Bernard Insolt
Mary Golden
Georgina A. Stewart
Clara L. Maxwell, transfer
to S. E. Branch

Ordered, that the branches and reading rooms in Dorchester be closed on Dorchester Day, June 2.

Dorchester Day
closing

Voted, that there be allowed and paid to the Dominion Paper Company, Inc. the sum of Two hundred and fifteen and ¹⁰⁰/₁₀₀ dollars (\$215.10) for paper, as per bill of January 20, 1917; and to the Mergenthaler Linotype Company the sum of Eleven hundred and twenty-eight and ⁹⁰/₁₀₀ dollars (\$1128.90), being final payment on two Model Q Linotype machines; and that the President or Vice President sign requests on the City Auditor for special drafts in favor of said payments, said amounts to be charged to the general appropriation, 1917-18.

Special drafts
Dominion Paper Co.
Mergenthaler Linotype
Company

Special privilege cards were granted to Julia W. Bingham, M. Louise Chedwick, and Warren H. Goldsmith.

Special privileges

In accordance with the vote of April 20, the Librarian submitted a special report on the request of the Junior City Council, Charlestown School Centre, that a set of Massachusetts Reports be placed in the Charlestown Branch. This was read and laid upon the table for future consideration.

Report on request of
Junior City Council
for set of Mass.
Reports

In accordance with the vote of May 14, the Librarian submitted a report on the question of an oil burning system of heating for the Addition to the Library Building; and presented communications from the architect and engineers of

Report on question
of oil burning
system of heating.

May 25, 1917
Smith Automatic furnace

the building in connection therewith. These were considered in detail, together with the question of installing a Smith Automatic furnace, and it was

Inexpedient to make
any change in
plans.

Noted, that at present the Trustees deem it inexpedient to make any change in the plans for the heating plant for the Addition to the Central Library building.

Dissolved:

Deeds per Deeds
clerk.

Friday, June 1, 1917.

June 1, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Hume.
The President Mr. Kenney in the chair.

The record of the meeting of May 25, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books and supplies
purchase authorized

Books, List No. 853 deferred from May 25, and

Special List No. 853a

chargeable to city money to the amount of \$1138.04

chargeable to trust funds income \$211.68

chargeable to Fellows' Athenaeum \$56.46; also

Miscellaneous supplies for the Central Library and branches \$1256.08, and for Printing Department \$99.76, - total \$1365.84.

List No. 854 of books recommended for purchase was laid over for one week according to rule.

Book list laid over

List No. 42 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was laid over for one week according to rule.

Gift list laid over

Notice of a claim filed by Katherine M. Sullivan for compensation on account of injuries received in falling down a flight of stairs at the North End Branch, was received and read; and the Librarian was directed to refer the same to the Corporation Counsel together with a statement of the facts relating thereto.

Claim of K. M. Sullivan
referred to Corporation
Counsel

The Librarian's report was read by him.

Librarian's report

On recommendation of the Librarian, it was

Noted, that certain positions in the service be regraded, as follows: nine assistants (boys) in various departments, from ten dollars (\$10) to eleven dollars (\$11) per week maximum; second assistant, Registration Department, from ten dollars (\$10) to eleven dollars (\$11) per week maximum; one

Positions in service
Schedule regraded

June 1, 1917
Service Schedule
positions
regarded

Increases in pay

Assistant, Executive Department, from Twelve dollars (\$12) to Thirteen dollars (\$13) per week maximum; one assistant, Issue Department from Thirteen and $\frac{50}{100}$ dollars (\$13.50) to Thirteen and $\frac{75}{100}$ dollars (\$13.75) per week, maximum; one assistant, Issue Department (inspector of stacks) from Thirteen and $\frac{50}{100}$ dollars (\$13.50) to Thirteen and $\frac{75}{100}$ dollars (\$13.75) per week, maximum, pay was received by the incumbent.

Ordered, that the following increases in pay take effect June 1:

Executive Department

John W. Barry, \$10 to \$11 per week
William E. Clapp, \$11 to \$12 per week

Catalogue Department

E. Caroline Menick, \$15 to \$14.75 per week
Elizabeth G. O'Byrne, \$14 to \$15.25 per week
Esther Lissner, \$13 to \$14.25 per week
May L. Crosby, \$12 to \$13.25 per week
Ethel M. Haylewood, \$12 to \$13.25 per week
Maudie D. Lord, \$12 to \$13.25 per week
Magie E. Crim, \$11 to \$12.25 per week

Shelf Department

William S. McGowan, \$13 to \$15 per week
Abraham Snyder, \$11 to \$13 per week
William H. McBeatty, \$10 to \$11 per week

Bates Hall

Louise E. J. Sullivan, \$10 to \$11.50 per week

Patent Room

William J. Eunis, \$16 to \$17.50 per week
Joseph A. Crowley, \$10 to \$11 per week

Newspaper Room

Frank J. Krigel, \$10 to \$11 per week

Registration Department

Elsie M. Holden, \$10 to \$11 per week
Margaret K. Murphy, \$9 to \$10 per week

Special Libraries

Annie G. Murphy, \$13.75 to \$14.50 per week

Issue Department

James J. Kennedy, \$10 to \$11 per week
Margaret E. Sullivan, \$10 to \$11 per week
Mary A. Hagerly, \$12.50 to \$13.75 per week
Mary A. McDermott, \$9 to \$10 per week
John M. Hilton, \$5.50 to \$6.25 per week
Mary C. McElroy, \$6.25 to \$7 per week
Marie J. Gross, \$6.25 to \$7 per week

Bindery

Josephine O'Sullivan, \$8.50 to \$10 per week
James P. Cannon, \$10 to \$11 per week
James P. Mowers, \$10 to \$11 per week

Branch Department

Rae Ariman, \$15 to \$16.25 per week
Charles J. Mackin, \$10 to \$11 per week

Charlestown Branch

Esther M. Hagan, \$12 to \$13.25 per week
Margaret J. McGowan, \$8 to \$9 per week

Godman Square Branch

Anna E. Bruce, \$7 to \$8 per week

Dorchester Branch

Marion E. Moray, \$7 to \$8 per week
William A. Kelley, \$7.75 to \$9 per week

East Boston Branch

Elsie H. Bullington, \$9 to \$10 per week
Bertha L. Dittmer, \$8 to \$9 per week

June 1, 1917
Increases in
pay

North End Branch

Sammy Goldstein, \$14 to \$15.25 per week
Edith E. Doney, \$8 to \$9 per week

South Boston Branch

Anna E. Lynch, \$7 to \$8 per week
Margaret A. Graham, \$7 to \$8 per week
Mary A. Slattery, \$11.75 to \$13 per week

South End Branch

John E. Brown, \$8 to \$10 per week
Ellen E. McShane, \$8 to \$9 per week
Clara J. Maxwell, \$8 to \$9 per week

West End Branch

Helen L. Morrissey, \$8 to \$9 per week

West Roxbury Branch

Mary J. Evans, \$12 to \$13.25 per week
Lillian M. Needham, \$9 to \$10 per week
Edward Schwartz, \$7 to \$9 per week

Station 8, Isaac M. Planted

\$9 to \$10 per week

Station 7, Mary G. Curley

\$7 to \$8 per week

Station 6, Alice G. Riley

\$6 to \$7 per week

Station 3, Louise E. McManus

\$9 to \$10 per week

The Librarian was authorized to increase the allowance for extra service at the Godman Square Branch from Seven dollars (\$7) to Nine dollars (\$9) per week.

He was authorized to send a deposit of books to the Home for Aged Men, West Springfield Street, under the usual conditions.

A special privilege card was granted to Louise Curtis Powell.

Dissolved.

Hella Jan. Saary
Clerk.

Extra service
Godman Square
Branch
Deposit of books

Special privileges

June 8, 1917

Friday, June 8, 1917

Date for regular weekly meeting of the Corporation at 4 o'clock p.m.

Present: Messrs. Carr and Kenney.

No quorum.

There being no quorum, the meeting was adjourned to Friday, June 15, 1917 at 4 o'clock p.m.

Attest Jan Deery,
Clerk.

June 15, 1917

Friday, June 15, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The records of the meetings of June 1, and of the adjourned meeting of June 8, 1917 were read and approved.

Action of Committee

On Friday, June 8, there being no quorum, the President and Mr. Carr took the following action subject to confirmation by the Board at a later date:

"The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books and
supplies,
purchase
authorized

Books, List No. 854 deferred from June 1

chargeable to city money to the amount of \$505.54

chargeable to trust funds income \$271.63

chargeable to Fellowes Athenaeum \$4.16, also

Miscellaneous supplies for the Central Library and branches \$657.83, for Bindery \$119.75 and for Printing Department \$65.85, total \$842.83.

Gift list laid
over

List No. 855 of books recommended for purchase was laid over for one week according to rules.

Action of committee
approved.

The President was authorized to request the Mayor to make certain transfers in budget items, recommended by the Librarian.

Voted, that the action of the President and Mr. Carr as read, be approved and confirmed.

The Librarian was authorized to purchase according

June 15, 1917

to lists submitted by him and to be placed on file, the following:

Books, List No. 855 deferred from June 8, Special List No. 855a

and List No. 856 presented this day,

chargeable to city money to the amount of \$1843.68

chargeable to trust funds income \$3,732.05

chargeable to Fellowes Athenaeum \$15.93, also

Miscellaneous supplies for the Central Library and branches

\$2,818.81, for Bindery \$617.00 and for Printing Department \$567.05, total \$4,002.86.

The Librarian was also authorized to purchase an edition of the Bible of 1862-63, known as the "Queen's Bible," in two volumes, at a cost of \$300, to be charged to trust funds income.

Books and supplies
purchase authorized

List No. 42 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was taken from the table and approved.

Queen's Bible, copy
purchased

Gift list approved

Dr. Mann for the committee to prepare Resolutions on the death of Mr. Benton, presented the following, which was adopted, and it was

Resolutions on
death of
Mr. Benton

Ordered, that it be spread upon the Record, and a copy sent to Mrs. Benton:

"The Trustees of the Public Library of the City of Boston are conscious that in the death of Mr. Josiah H. Benton the Library has sustained no ordinary loss.

"Mr. Benton was a Trustee of the Library for twenty years, and for nearly nine years he was the President of the Board. It is not, however, the length of his term of office which has chiefly impressed us. It is the character and ability of the man. Born in Addison, Vermont, August 14th 1843, Mr. Benton died in Boston, February 6th 1917. A Union soldier in the Civil War, his whole life was marked by a sturdy Americanism, and by an outspoken loyalty to republican institutions.

"By far the greater part of his life was passed in Boston, and it was here that he achieved remarkable success in his profession, and was ranked as one of the most brilliant legal minds of his day.

"But Boston to him was much more than a

June 15, 1917

Resolutions on
death of
Mr. Benton

place which had afforded him an opportunity to make money and to acquire distinction. Its past as well as its present appealed to him, and no man perhaps was more familiar with its early history, as his book upon the 'Old Town House', shows.

"Of all his civic interests the Public Library stood easily first. He ranked it high among the educational forces of the community, and he gave to its service all the powers of a highly trained mind, and all the practical ability in dealing with men which had marked his career as a great lawyer. It is not too much to say that to his wise policy, and his untiring efforts the growth of the Library and its increasing service to the citizens in recent years are chiefly due.

"And now since his death has come his great gift to the Library, the largest in all its history, testifying at once to his devotion to the Library and to his confidence in the integrity of Popular government."

"So in the light of his long years of service to the Library and of his generous provision for its future, Mr. Benton stands out in its history as its ablest President and its greatest benefactor."

"We cannot conclude this record without a word concerning our own personal relations with Mr. Benton."

"Not only did he impress us all by his knowledge of the Library and its needs, and by the practical wisdom of his policy, but we were drawn to him by his fairness and by his kindness of heart. It is not too much to say that his associates on the Board mourn his death not merely as a loss to the city of a singularly able public servant, but as a personal sorrow."

"Resolved, that this Minute be placed upon the Records of the Board of Trustees."

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that Anna L. McDermott be employed in the regular service at the Bindery at Ten dollars (\$10) per week; and that Annie J. Riley be employed as a regular

Anna L. McDermott

employed,

Annie J. Riley

employed

June 15, 1917

Marion C. Mooney
resigned.Timothy J. Mackin
promoted.

Grade increases in pay:

William F. A. Graham

Leo J. McCarthy

William A. McCarthy

assistant at the Dorchester Branch at Seven dollars (\$7) per week, beginning June 29, in place of Marion C. Mooney resigned.

Ordered, that Timothy J. Mackin be advanced to the position of Custodian of the Stock Room, without present change in pay, in place of George U. Mooney who is incurably ill.

Ordered, that the following grade increases in pay take effect June 15: William F. A. Graham, Special Libraries, Six dollars (\$6) to Seven dollars (\$7) per week; Leo J. McCarthy, Bates Hall Centre Desk, Six dollars (\$6) to Seven dollars (\$7) per week; William A. McCarthy, Bates Hall Reference, Seven dollars (\$7) to Eight dollars (\$8) per week.

The Librarian reported the death on June 5 of Alexander McBready, engineer; and on his recommendation it was

Ordered, that James E. Lannon, fireman, be advanced to the position of engineer with increase in pay from Twenty-one dollars (\$21) to Twenty-five dollars (\$25) per week, June 22, and that a fireman be employed under Civil Service rules, at Twenty-one dollars (\$21) per week. [Thomas J. Murphy, June 24, 1917]

Ordered, that there be allowed and paid to Mrs. Catherine McBready, the sum of Sixteen and 67/100 dollars (\$16.67) amount due Alexander McBready, deceased, for services rendered at the Central Library for the period June 1 to 5, 1917 inclusive.

Ordered, that Josephine A. Day of the Issue Department, and James J. Kelley of the Janitor and Engineer Department, be allowed an additional vacation of two weeks, each, without loss of pay, to offset time taken on account of illness.

Ordered, that on account of illness, Josephine A. Day of the Issue Department be allowed to work half time for half pay, Five dollars (\$5) per week, for a period of ten weeks; and that she be paid Five dollars (\$5) per week for the same period from the Alice Lincoln Whitney Fund.

Ordered, that Alice M. Jordan, Chief of the Children's Department be authorized to represent the Library at the forthcoming Annual Conference of the American Library Association at Louisville, Ky. June 21 to 27, time of attendance to be without loss

Alexander McBready
death

James E. Lannon

promoted

Fireman employed

Balance due Alexander

McBready paid to

his widow

Josephine A. Day

James J. Kelley

additional vacation

allowance

Josephine A. Day to

work part time; part

pay from Alice Lincoln

Whitney Fund

Alice M. Jordan to

attend Annual

Conference, A.L.A.

June 15, 1917

Special privileges

of pay; and that she be allowed such part of her travelling expenses as the Librarian may approve.

Special privilege cards were granted to Nathaniel Jones, Norreys J. O'Connor, Marcus L. Quinn, and the publishers of "Festivals".

The following bills having been approved by the Librarian and certified by the Auditor to be correct were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Chargeable to the general appropriation amounting to thirteen thousand, three hundred and thirty-four and ²⁵/₁₀₀ dollars (\$13,334.05).

Chargeable to trust funds income amounting to six hundred and fifty-five and ⁶²/₁₀₀ dollars (\$655.62).

George Baker Long
Sub-contractors approved.

On recommendation of the Architect, Daniels & Blomquist, printers, and George R. Bullard, slate and terrazzo work, were approved as sub-contractors under the contract of George Baker Long for the Addition to the Central Library Building.

Additions and
deductions on
contract approved

A report and recommendation from the Architect dated June 14, regarding additions and deductions on the contract of George Baker Long for the erection of the Addition to the Central Library Building, was received and considered at length, together with a report of the Librarian thereon; and it was

Voted, that the schedule of additions and deductions submitted, be approved, subject to formal ratification of the proper papers at a later date.

Librarian's report on

Harvard Improvement

Association, request for

establishment of branch;

In accordance with the vote of May 18, the Librarian submitted a special report on the request of the Harvard Improvement Association for the establishment of a branch of the Library in that section of the city; and it was

Report accepted and

forwarded to Mayor

Voted, that the report be accepted and adopted as the opinion of the Board; and that a copy of the same be forwarded to His Honor the Mayor.

Mr. Madlin leaves

Mr. Belden enters on

duties

Mr. Madlin took formal leave of the Board at this point, and Mr. Belden entered upon his duties as Librarian.

Librarian to confer with
Commonwealth Pier
regarding deposit

Voted, that the Librarian be requested to confer with the Commanding Officer at the Commonwealth Pier Receiving Ship, to see what if any service the Library can render to enlisted men

June 15, 1917

Librarian authorized

to contract for labor

and repairs during

Summer

stationed there.

The Librarian was authorized to contract for such labor and repairs as may be necessary during the summer months; and, if necessary, to employ substitute service in the case of employees absent without pay, within the limit fixed by the salary schedule for such service.

Voted, that until further action to the contrary, any two members of the Board be a committee with power to approve lists of books and miscellaneous supplies submitted for purchase; and that the President, Vice President, or any member of the Board be authorized to sign payrolls, and bills entering into the August 1st, September 1st, and October 1st requisitions, and special drafts included therein.

Voted, that the next regular meeting of the Corporation be on Friday, October 5, 1917 at 4 o'clock p.m.

Committee of Trustees

to act during summer.

Next meeting Oct 5, 1917

Dissolved.

Attest Jan Doery
Clerk.

September 10, 1917

Special meeting
to take action
regarding proposed
campaign to raise
money for war
library work

Monday, September 10, 1917

A special meeting of the Corporation was held in the Trustees' room at 11.30 o'clock a.m.

Present: Messrs. Connolly, and Tenney; the Librarian Mr. Allen; and Mr. A. A. Protzman and the following former members of Examining Committees: Dr. J. Baptist Blake, Miss Eleanor M. Colleton, Mr. J. Randolph Coolidge, Jr., Mr. Laurence Curtis, Mr. George C. Dickson, Mr. Nathan Haskell Dole, Mrs. Francis Huntley, Jr., Mr. Arthur S. Johnson, Mrs. Laurence J. Logan, Miss Grace Nichols, Mr. John Ritchie, Jr., and Mr. E. Mark Sullivan.

The President Mr. Tenney in the chair.

J. Randolph Coolidge, Jr.
A. A. Protzman
explain purposes.

The President stated ^{that} the purpose of the meeting was to take action regarding the proposed campaign to raise one million dollars to establish and equip libraries for American soldiers and sailors at home and abroad; and on his request, Mr. Coolidge of the Examining Committee, a member of the National War Library Council appointed by the Secretary of War explained the aims and objects of the Fund, and Mr. Protzman, Field Director for New England, appointed by the War Council, spoke briefly on the campaign organization.

The following resolutions were adopted:

Resolutions adopted

Resolved, that the welfare of American soldiers and sailors during their leisure hours is closely related and but little subordinate to their military efficiency at all times.

Resolved, that the work of providing and circulating suitable reading-matter among our soldiers and sailors both at home and abroad is particularly appropriate for all friends of books and of fighting men, and that the assumption of this work by the American Library Association at the request of the Secretary of War and the appointment of a National War Council to commend this undertaking to the public are assurance that a high purpose will be effectively carried out.

Resolved, that this special meeting of the Trustees of the Public Library of the City of Boston called by their President Mr. William J. Tenney approves the plans of the American Library Association for securing donations of suitable reading matter and not less than one million dollars in money contri-

butions.

Resolved, that the Trustees of this Library pledge the institution to bring before the public both the need of donations and the readiness of the Library to receive and apply them suitably.

Resolved, that the Chairman of the meeting forthwith appoint a committee to organize and effect the raising of municipal bonds proportion of the said sum which means not less than fifty thousand dollars (\$50,000).

Dissolved.

Lilla Jean Deery
Clerk.

The regular weekly meeting of the Corporation, ordered for October 5, 1917, was postponed by order of the President to Friday, October 19, 1917.

Lilla Jean Deery
Clerk.

September 10, 1917

War library work,
Resolutions.

Meeting Oct. 5, 1917
postponed to Oct. 19, 1917.

October 19, 1917

Friday, October 19, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Cookley, Connolly, Kenney and Mann.

The President, Mr. Kenney, in the chair.

The records of the regular meeting of June 15, 1917 and of the special meeting of September 10, 1917, were read and approved.

Report of Committee
of Trustees

The report of the committee authorized to act in behalf of the Board during the summer, was received as follows:

"The committee authorized on June 15, 1917 to act in behalf of the Board during the summer months, has consisted of Messrs. Carr, Kenney and Mann; and reports that the following purchases were authorized:

Books and Supplies

purchase
authorized

Books, Lists No. 857 and 858,

chargeable to city money to the amount of \$849.30

chargeable to trust funds income \$946.18

chargeable to Fellows' Attainment \$146.19; also

Miscellaneous Supplies for the Central Library and Branches \$8,289.52, for Bindery \$803.45 and for Printing Department \$448.36, - total \$9,541.33.

Bills allowed and
paid

That bills were allowed and paid as follows:

August 1st requisition

August 1st requisition, chargeable to the general appropriation

amounting to Twelve thousand and thirty-three and $\frac{02}{100}$ dollars (\$12,033.02)

Chargeable to trust funds income amounting to Nine hundred and eight and $\frac{74}{100}$ dollars (\$908.74).

September 1st requisition

September 1st requisition, chargeable to the general appropriation amounting to Nine thousand nine hundred and fifty-nine and $\frac{25}{100}$ dollars (\$9,959.25).

Chargeable to trust funds income amounting to Eight hundred and eighty-two and $\frac{73}{100}$ dollars (\$882.73).

October 1st requisition

October 1st requisition, chargeable to the general appropriation amounting to Eleven thousand four hundred and eighty-nine and $\frac{22}{100}$ dollars (\$11,489.22).

Chargeable to trust funds income amounting to Two hundred and sixty-four and $\frac{04}{100}$ dollars (\$264.04).

October 19, 1917

Fifth, November 1st

requisition

Special drafts

November 1st requisition, chargeable to the general appropriation, amounting to Six thousand three hundred and eighteen and $\frac{71}{100}$ dollars (\$6,318.71).

Chargeable to trust funds income amounting to Six hundred and forty-seven and $\frac{42}{100}$ dollars (\$647.42).

That the following special drafts were signed:

To George Baker Long, eleventh and twelfth payments on contract dated April 29, 1916 amounting to Thirteen thousand and nine and $\frac{25}{100}$ dollars (\$13,009.25) and Four thousand nine hundred and thirty dollars (\$4,930) respectively, to J. J. Hurley Company, third, fourth and fifth payments on contract dated March 13, 1917, amounting to Four thousand five hundred and ninety dollars (\$4,590), Six thousand five hundred and forty-five dollars (\$6,545), and Four hundred and eighty-eight and $\frac{75}{100}$ dollars (\$488.75) respectively, and to Joseph McJannet, Architect, for professional services and extra supervision on above work, amounting to Seven hundred and twenty dollars (\$720), One hundred and ten and $\frac{16}{100}$ dollars (\$110.16) and One hundred and fifty-seven and $\frac{08}{100}$ dollars (\$157.08); all chargeable to the appropriation for the Central Library Addition.

Also that the Mayor was requested to make the following transfers in budget items, recommended by the Librarian:

Transfers in budget
items

From	To
E 10, Library	\$3,543.00, to
E 11, Insurance	\$315.33
E 8, Light and power	200.00
E 5, Motorless vehicles	2.00
E 13, Tools and instruments	100.00
E 17, General plant	100.67
D 1, Office	500.00
D 8, Laundry, cleaning, toilet	225.00
D 16, General plant	600.00
E 13, General plant	1,500.00

(Signed) William J. Kenney
Samuel Carr
Alexander Mann.

Committee

Voted, that the report be accepted and the action of the committee approved and confirmed.

Report accepted and
approval

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, Lists No. 858a and No. 859

Books and Supplies

chargeable to city money to the amount of \$1997.84
chargeable to trust funds income \$1095.72
chargeable to Fellows' Attainment \$739.73

purchase authorized

October 19, 1917

Periodicals for the Central Library and branches for 1918 chargeable to city money, to the amount of \$7,035.35 chargeable to Illinois Athenaeum \$197.38, also

Miscellaneous supplies for the Central Library and branches \$3,746.89, for Bindery \$185.47, and for Printing Department \$32.44, total \$3,964.85

Circulars from Mayor

Orders from City Council

Circulars No. 54, 56, 57 and 58 from the Mayor were received and ordered placed on file.

Orders from the City Council dated June 25 and October 8, 1917 authorizing certain transfers in the Library Department appropriation, were received and ordered placed on file.

Kinston Parkes offers for subscribers, bust of Henry James

A communication dated September 26th was received from Mr. Kinston Parkes of London, offering to the Library on behalf of a committee of subscribers, a marble bust of the late Henry James by Captain Francis Denant Wood, R.P.A., a replica of which is in the National Gallery of British Art; and it was

Offer accepted

Voted, that the Trustees accept with thanks the proffered gift; and that the President be requested to so inform the subscribers.

Francis Skinner Fund exchange of stock, approved

An offer was received from the Trustees of the New England Investment and Security Company to exchange the sixteen shares of the Company's Preferred Stock now held by the Trustees under the Francis Skinner Fund, for a like number of shares of Preferred Stock of the Worcester Consolidated Street Railway Company; and on motion of Mr. Carr, it was

Voted, that these stock certificates be deposited and the exchange made in accordance with the above offer.

Employees Benefit

Assoc. Communication from

The President called the attention of the Trustees to a communication dated October 10th from a committee of the Employees' Benefit Association, regarding appointments and promotions; and it was

Invited to appear before Trustees

Voted, that the committee be invited to appear before the Trustees on Friday afternoon, October 26th at 5 o'clock, and state their case.

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian, it was

October 19, 1917

Employed:

Gladys F. Tooke

Annie L. Henman

Ralph E. Ford

Helen G. Kenney

Edward T. Hearn

Esther Kesselman

Philip J. Corbette

Mary W. Hession

Edith A. von Schoppe

Emma A. Shutt

James P. Moores

Increases in pay:

Maud M. Morse

Laura M. Gross

Timothy J. Mackin

Mary V. McElaney

Marie J. Gross

Ruth von Schoppe

Palmira Piccolo

Mary V. Doyle

Isabel Finkelman

Isaac Sidel

Mary M. Connolly

Transfers and promotions:

William F. A. Graham

William A. McCarthy

Mary H. Daly

Ordered, that the following appointments to the regular service take effect October 19th: Gladys F. Tooke, Catalogue Department, Eleven dollars (\$11) per week; Annie L. Henman, North End Branch, Seven dollars (\$7) per week; Ralph E. Ford, Foreman Bindery, Twenty-four dollars (\$24) per week; Helen G. Kenney, Review, Bindery, Eight dollars (\$8) per week; Edward J. Hearn, Special Libraries, Eight dollars (\$8) per week; Esther Kesselman, Special Libraries, Six dollars (\$6) per week; Philip J. Corbette, Issue Department, Seven dollars (\$7) per week; Mary W. Hession, Issue Department, Six and $\frac{50}{100}$ dollars (\$6.50) per week; Edith A. von Schoppe, Issue Department, Six dollars (\$6) per week; Emma A. Shutt, Issue Department, Six dollars (\$6) per week; and the re-appointment of James P. Moores, Bindery, Fourteen dollars (\$14) per week, October 29.

Ordered, that the following grade increases in pay take effect at the dates named: Maud M. Morse, Branch Department, Fourteen and $\frac{25}{100}$ dollars (\$14.25) to Fifteen dollars (\$15) per week, October 5; Laura M. Gross, Custodian, East Boston Branch, One thousand dollars (\$1000) to Eleven hundred dollars (\$1100) per year, October 12; and on October 19: Timothy J. Mackin, Executive Department, Fifteen and $\frac{25}{100}$ dollars (\$15.25) to Twenty and $\frac{62}{100}$ dollars (\$20.62) per week; Mary V. McElaney and Marie J. Gross, Issue Department, Seven dollars (\$7) to Seven and $\frac{50}{100}$ dollars (\$7.50) per week, each; Ruth von Schoppe and Palmira Piccolo, Issue Department, Five and $\frac{50}{100}$ dollars (\$5.50) to Six and $\frac{50}{100}$ dollars (\$6.50) per week, each; Mary V. Doyle, and Isabel Finkelman, Issue Department, Five dollars (\$5) to Six and $\frac{50}{100}$ dollars (\$6.50) per week, each; Isaac Sidel, Ordering Department, Six dollars (\$6) to Eight dollars (\$8) per week; Mary M. Connolly, Ordering Department, Five dollars (\$5) to Six and $\frac{50}{100}$ dollars (\$6.50) per week.

Ordered, that the following transfers and promotions take effect October 19th: William F. A. Graham, from Special Libraries to Executive Department, with increase in pay from Seven dollars (\$7) to Nine dollars (\$9) per week; William A. McCarthy, from Bates Hall to Newspaper Room, with increase in pay from Eight dollars (\$8) to Nine dollars (\$9) per week; Mary H. Daly from Issue Department to Special Libraries, with increase in pay from Ten dollars (\$10)

October 14, 1917

Promotions:

Beatrice Coleman

Rose Giffre

Jennie C. Smithers

Jannette M. Shutt

Helen M. Hilton

to Eleven dollars (\$11) per week; Beatrice Coleman, Issue Department, with increase in pay from Eight dollars (\$8) to Nine dollars (\$9) per week; Rose Giffre, from Issue Department to Sales Hall, with increase in pay from Seven dollars (\$7) to Seven and $\frac{50}{100}$ dollars (\$7.50) per week; Jennie C. Smithers, from Issue Department to Special Libraries, with increase in pay from Five dollars (\$5) to Six and $\frac{50}{100}$ (\$6.50) per week; Jannette M. Shutt, from Issue Department to Periodical Room, with increase in pay from Five dollars (\$5) to Six and $\frac{50}{100}$ dollars (\$6.50) per week, and Helen M. Hilton, from Issue Department to Branch Department, with increase in pay from Six and $\frac{25}{100}$ dollars (\$6.25) to Seven dollars (\$7) per week.

On further recommendation of the Librarian, it was

Alice M. Jordan

promotion

Ordered, that Alice M. Jordan be appointed Supervisor of Children's Work for the Library System, without present change in salary, the appointment to date from October 1, 1917.

Helen Martin

Elvira F. Packard

recommendation for

appointment deferred

The Librarian's recommendations for the appointment of Helen Martin as children's librarian, and Elvira F. Packard as assistant in the Children's Department, were laid upon the table.

Extra service at

branches

The Librarian was authorized to increase the allowance for extra service at the Dorchester Branch from three dollars (\$3) to Five dollars (\$5) per week; at the South End Branch from Five dollars (\$5) to Nine dollars (\$9) per week; and at the Juvenile Reading Room from Five and $\frac{60}{100}$ (\$5.60) to Eight dollars (\$8) per week.

Title of Custodian

changed to librarian

On recommendation of the Librarian it was Voted, that the title of those in charge of the branches and reading rooms be changed from custodian to Librarian.

Juvenile Reading Room, use of

basement for fair

A request of the Special Risk Society for permission to use the basement of the Juvenile Reading Room for a sale to raise funds to purchase material for Knitting soldiers' sweaters, was granted.

Deposits

On his recommendation, the Librarian was authorized to send deposits of books to Commonwealth Pier, Home of the Blessed Sacrament, United States Coast Guard Cutter "Tampa", and the Charlebank Homes; under the usual conditions.

October 19, 1917

Russian Students'

Club to have

lectures in Lecture

Hall

A request of the Russian Students' Club for permission to give a course of six lectures in the Lecture Hall in the evenings during the coming winter, was granted, the titles and subjects of the lectures to be subject to the approval of the Librarian.

Requests for leave of absence for six months without pay, from John W. Barry and William C. Wallace, were placed on file.

Request for leave of absence

John W. Barry, Wm. C. Wallace

placed on file

On recommendation of the Librarian, it was

Ordered, that the following branches and reading rooms be open on Sundays from November to April inclusive, for the hours and expense for service per Sunday noted: from 2 to 7 p.m.: Brighton Branch \$4.90, Charlestown Branch \$4.80, Codman Square Branch \$4.20, Dorchester Branch \$6.90, East Boston Branch \$9.80, Jamaica Plain Branch \$6.30, North End Branch \$8.05, Roxbury Branch \$8.65, South Boston Branch \$8.15, Upham's Corner Branch \$8.75; from 12 to 10 p.m.: South End Branch \$11.05; from 12 to 10 p.m.: West End Branch \$1.50 additional; from 2 to 6 and 7 to 9 p.m. City Point Reading Room \$4.60, Mt. Pleasant Reading Room, Tyler Street and Parker Hill Reading Rooms, \$4.20 each, Mt. Boardman, Allston, Warren Street and Andrew Square Reading Rooms, \$3.60 each, Roxbury Crossing and Brighton Station Reading Rooms, \$2.30 each.

Branches, Sunday

service

On recommendation of the Librarian it was

Ordered, that the courtyard and public lavatories be open in the evenings as usual.

Courtyard and public

lavatories reopened

On recommendation of the Librarian, it was

Ordered, that for the present and until further notice, card-holders above the age of sixteen years be allowed to draw four books on ordinary borrowers' cards, only two of which may be fiction - one of them "New day" fiction; and where the supply on a special topic is limited, only two books may be drawn.

Card holders to have

use of 4 books on

ordinary card

Special privilege cards were granted to the Atlantic

Special privileges

Monthly Company, Boston Chamber of Commerce, Christian Service Monitor, Editorial Department, Covidge & Carlson, Germaine Cousins, First National Bank of Boston, Gamble Electric Company, Garfield M. Dawson, Margaret Ireland, Gay, Spofford & Wainwright, Boston District, Theodore B. Haggard, Ethel J. Heath, Howe & French,

October 14, 1917

Special privileges

Frederick D. Knight, Massachusetts Rating & Inspection Bureau; National Industrial Conference Board; Office of Naval Inspection, East Boston; Harry M. Karmark, Angela Palomo; the Priscilla Publishing Company; Edith Spruance; Leslie Albaine, Inc.; Horace K. Turner Company; Joseph Urban; Jan Vazke; Helene S. White; and Stanley W. Woodward.

Transportation service

additional expense

On his recommendation, the Librarian was authorized to employ temporarily, additional transportation service at the rate of Two dollars (\$2) per hour not exceeding two hours per day.

Employees' Benefit Association

to circulate petition for

funds for members in

service.

A request from the Employees' Benefit Association for permission to circulate in the Library a petition for funds to provide a Christmas box for members of the Library staff in the service of the United States Army and Navy, was granted.

Bills, Trustee account

allowed and paid

Voted, that there be allowed and paid to Messrs. Morgan, Grenfell Company, of London, the sum of Five thousand dollars (\$5000), the same to be placed to the credit of the Trustees, and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to Trust Funds income.

The following bills payable by draft on funds on deposit in London, having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to draw upon Messrs. Morgan, Grenfell Company the necessary drafts therefor:

Dulan & Co. Ltd.	£ 3 0 9
Messrs. Ellis	19 12 9
Mazys Brothers	5 11 0
Museum Book Store	9 10 0
William Rees	2 6 9
James Regaotis	11 15 3
Bernard Quaritch	456 6 3
J. Longman	1440 45

Architect recommends

changes in contract

Addition, laid on

table.

A communication from Mr. Joseph McGinniss, architect, recommending certain additions and changes in the contract for the Addition to the Central Library building, was read and laid upon the table; and the Librarian was requested to ask the Architect to present his recommendations with a statement of balances, etc. on the appropriation for this building.

Consideration of a proposal of the Old South Associa-

October 14, 1917

Old South Church, borrowed

for business branch

tion regarding the use of the basement of the Old South Church as a location for a Business Men's Branch of the Library, was laid over for one week.

Voted, that the next meeting of the Corporation be on Friday, October 26, 1917 at 3.30 o'clock instead of 4 o'clock p.m.

Dissolved.

Dele Jean Dery
Clerk.

October 26, 1917

Friday, October 26, 1917

The regular weekly meeting of the corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Cookley, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of October 19, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, Special List No. 859a

chargeable to exchange account \$96.50; also

Miscellaneous Supplies for the Central Library and Branches

\$586.33, for Bindery \$315.00 and for Printing Department

\$82.50, - total \$983.83.

List No. 860 of books recommended for purchase was laid over for one week according to rule.

An inquiry from Mr. Jean P. Nickerson as to the possibility of the establishment of a branch of the Library at Forest Hills, was referred to the Librarian for report.

A communication from the Boston Printing Pressmen's Union regarding the rating of Mr. George H. Earley employed in the Printing Department, was referred to the Librarian for examination and report.

A communication dated October 11 from Mr. Ralph E. Rice, requesting two weeks vacation salary on account of his employment on the Addition to the Library building, was referred to the Librarian for reply.

The Librarian's report was read by him.

The Librarian presented a communication from Mrs. Knowles regarding the illness of her daughter Ethel E. Knowles, employed at the East Boston Branch; and he was directed to obtain from her physician a report on her condition, and as to the probability of her recovery.

Special privilege cards were granted to Mr. Helen Lohman and the George P. Raymond Company.

Books and Supplies

Purchase authorized

Book list laid over

Forest Hills, request for establishment of branch at

George H. Earley, regarding rating

Ralph E. Rice, request for vacation allowance of pay

Librarian's report

Ethel E. Knowles, ill request for leave of absence

Special privileges

October 26, 1917

The Librarian presented a letter from Mr. John S. Sargent regarding a request of Mr. John Oster for permission to copy two of his paintings in the Library for reproduction in a stained-glass church window; and the Librarian was directed to transmit to Mr. Sargent such information concerning Mr. Oster's work as he is able to obtain; and to state that the Trustees are willing to have Mr. Oster make three copies provided Mr. Sargent is satisfied with his artistic standing.

The Librarian submitted a proposal from The Walter A. Wentworth Company to do certain painting in the granite platform around the Library building, for which no exact estimate of cost could be given; and on his recommendation he was authorized to have this work done by the Walter A. Wentworth Company in accordance with their proposal of October 26th.

Certificates of inspection of Boilers No. 1 and 2 were received, examined and ordered placed on file.

A communication from Mr. Joseph The Genness regarding certain additions and changes in the contract for the Addition to the Central Library building; together with a financial statement of the appropriation for the same, were referred to the President with power.

Consideration of the proposal of the Old South Association regarding the use of the basement of the Old South Church as a location for a business men's branch, was taken up; and Miss Loring and Mr. Hale of the Old South Association appeared and explained in detail the plans and proposal after which, on motion of Mr. Cookley, it was

Voted, that the matter be laid upon the table; and that the members of the Board visit the location.

In accordance with the invitation of the Board, a committee of the Employees' Benefit Association appeared and made certain statements concerning appointments and promotions.

Dissolved.

Della Jean Deery
clerk.

John Oster

request to reproduce Sargent painting

Painting in granite platform authorized

Boiler inspection

Additions and changes, Addition

Old South Church basement for business branch

matter laid upon the table

Employees Benefit Association Committee before Trustees

November 2, 1917

Friday, November 2, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Cookley, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of October 26, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books and supplies
purchase authorized

Books, List No. 860 deferred from October 26

chargeable to trust funds income \$669.96

chargeable to Fellows' Allowance \$60.81, also

Miscellaneous supplies for the Central Library and branches

\$251.58, and for Bindery \$120.78, total \$372.26.

Book list laid over

List No. 861 of books recommended for purchase was laid over for one week according to rule.

Katrina Klub regarding
pay of elevator men

A communication from the Katrina Klub of East Boston regarding the pay of the elevator attendants, was read and referred to the Librarian for consideration in connection with the preparation of his annual estimates for maintenance.

Central Labor Union
regarding employment
of citizens

A communication from the Mayor transmitting a request from the Boston Central Labor Union concerning the employment of citizens of Boston in the Library service, was read and ordered placed on file.

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian it was

Editha Dumas, transfer

Bertha L. Dittmer, deceased

Employed:

Henriette F. Temple

Joseph G. Doyle

Helen R. Needham

Ordered, that Edith G. Dumas be transferred from the Boylston Station Reading Room to the East Boston Branch, without change in pay, in place of - Bertha L. Dittmer deceased; and that the following persons be employed in the regular service: Joseph G. Doyle, Lowell Department, seven dollars (\$7) per week; Henriette F. Temple, Charlestown Branch, seven dollars (\$7) per week; Helen R. Needham, Boylston Station Reading Room, eight dollars (\$8) per week, all to take effect November 2.

Pay increased:

Henry W. Frye, Geo. J. Kelley

Ordered, that the pay of Henry W. Frye, James J. Kelley,

November 2, 1917

Patrick A. Kennedy

Charles W. Murphy

Pay increased

Special privileges

Forest Hills, request

for establishment
of branch

Ethel F. Knowles

report on illness;

granted leave of
absence

R. F. Rice, pay

[Inspector] for service as

inspector, - vacation

allowance, authorized

Boston Typothetæ and

Pressmen's Union regarding

rating of George H.

Farley.

Addition, Central Library

Patrick R. Kenney and Charles W. Murphy, janitors, Central Library, be increased to eighteen dollars (\$18) per week, each, November 2.

Special privilege cards were granted to Henry E. Lee and Helen J. Drew.

In accordance with the vote of October 26, the Librarian reported on the letter of Mr. James P. Nickerson concerning the establishment of a branch of the Library at Forest Hills, and it was

Voted, that Mr. Nickerson be informed that his letter was not presented to the Board until October 26th; and that when the addition to the Central Library building and the new quarters for the Roslindale Reading Room are completed, the Trustees will then be in a position to consider other requests for library extension.

The Librarian reported on the illness of Ethel E. Knowles, Assistant at the East Boston Branch; and presented a letter from her physician stating that it will be at least six months before she is able to return to her duties; and it was

Voted, that Miss Knowles be granted a leave of absence of three months on half pay, dating from November 1, on account of illness and in part compensation for services; and that the Clerk bring the case to the attention of the Board at the expiration of this period.

On further consideration of the request of Mr. Ralph E. Rice for vacation allowance while employed on the addition to the Central Library building; it was

Voted, that in accordance with his recommendation the Architect be authorized to pay Mr. Rice the sum of seventy-five dollars (\$75), being two weeks pay on account of vacation; and that he include this amount in his next bill for services.

The Librarian submitted a communication from the President of the Boston Typothetæ as to the rating of job and cylinder pressman; which, together with a communication from the Boston Printing Pressmen's Union regarding a new scale of wages, was referred to the Librarian for further report on the request of George H. Farley to be rated and paid as a cylinder pressman.

The action of the President in authorizing changes and additions in the contract for the addition to the Central

November 2, 1917

Addition, Central Lib.

Library building amounting in cost to three hundred and eighty-eight (\$388) was approved and confirmed.

Business Branch in

Old South Church

no action at present

In the matter of the establishment of a branch of the Library in the basement of the Old South Church, the President reported that the Mayor has now no funds available for such purpose, and he was requested to inform the Old South Association that in view of the present financial condition of the city, no action can be taken on their proposal at this time.

Temporary Librarian

N. End Branch

during Miss Guerrier's

absence

In view of the necessity of temporarily filling the position of Librarian of the North End Branch during the absence of Miss Guerrier on government service, the Librarian was requested to present at the next meeting a list of all those who have passed the necessary examination and in his judgment are otherwise qualified for the position; together with his recommendation and that of the Supervisor of Branches on the same.

Helen Martin,

recommendation for

appointment taken

from table

The Librarian's recommendation for the appointment of Helen Martin as Children's Librarian was taken from the table and considered at length, together with the application of Mary E. Joy for this position; and on request of the Board Miss Jordan appeared and made certain statements regarding the duties of a Children's Librarian and Miss Martin's and Miss Joy's qualifications.

Mary E. Joy

appointment Children's

Librarian.

After further discussion of the subject, it was moved by Mr. Corkley and seconded by Father Connolly that Mary E. Joy be appointed Children's Librarian; Mr. Carr voted no, Mr. Corkley voted yes, Father Connolly voted yes, Mr. Komey voted yes, and Dr. Mann voted no; and it was

Ordered, that Mary E. Joy be appointed Children's Librarian at a salary of nine hundred dollars (\$900) per year, to take effect November 16, 1917.

Dissolved:

Vella Jan O'Leary
Clerk.

Friday, November 9, 1917

November 9, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Komey and Mann.

The President Mr. Komey in the chair.

The record of the meeting of November 2, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following

Books, List No. 861 deferred from November 2

chargeable to Trust funds income \$167.57

chargeable to Fellowes Collection \$106.51, also

Miscellaneous supplies for the Central Library and Branches

\$422.65, and for Binding \$17.10, total \$429.75.

List No. 862 of books recommended for purchase was laid over for one week according to rule.

Notices from the City Clerk of claims against George Baker Long filed by the Victoria White Granite Company \$484.27, Frank E. Sibley \$1,688.56, and Walter J. Field & Son, \$19.99, were received and ordered placed on file.

A communication dated November 8, was received from Mr. Harry B. Endicott, Lord Commissioner for Massachusetts, asking for the appointment of Miss Edith Guerrier, Librarian of the North End Branch, as agent to assist the Commission through public librarians in the Lord Conservation campaign; and it was

Voted, that Miss Guerrier be permitted to accept the position, and that she be allowed time for the work equivalent to one day a week, without loss of pay.

A communication from the Mayor's office dated October 31st, transmitting a request from the Boston Bookbinders' Union for consideration of the matter of the residence and standing in organized labor of the Chief of the Bindery, was read and ordered placed on file.

A communication dated October 31st was received from the Mayor's office, transmitting a request from Mr. William H. Hearn, President of the Katrina Club of East Boston relative

Books and

Supplies, purchase

authorized

Book list laid over

Claims against

George Baker Long

Edith Guerrier

appointment agent for

Miss. Lord Commissioner

Bookbinders' Union

regarding residence

of Chief of Bindery

Katrina Club, relative

to pay of elevator

man

November 9, 1917
Elevator employees
pay of

to the pay of elevator operators; and the Trustees heard a representative of the Central Labor Union and a committee of the elevator operators in the Library on a petition for increase in their pay to fifteen dollars (\$15) per week, the rate now paid for similar work in other city departments pursuant to an order of the City Council; and after consideration the matter was referred to the Librarian to ascertain from the Corporation Counsel an opinion as to what bearing if any this order of the Council has on the compensation to be paid to employees of the Library.

In the absence of the Librarian, his report was read by the Clerk.

Special privileges

Special privilege cards were granted to Dr. Louis Bagg, Prof. William R. Martin, Massachusetts Board of Education, the Russell Company, and Simpson Brothers Corporation.

Boiler inspection

Certificate of inspection of Boiler No. 3, was received, examined and ordered placed on file.

Periodicals, placing
of order

On his recommendation, the Librarian was authorized to place the order for domestic periodicals for the Central Library and Branches for the year 1918, with Herman Goldberger, at a cost of Three thousand three hundred sixty-four and $\frac{75}{100}$ (\$3,364.75).

Printing and
Binding Dept.
estimate for
moving

The Librarian submitted estimates for moving the Printing and Binding Departments from 172 Columbus Avenue to the new Addition to the Library, and for the taking down, and erecting and adjusting the machinery, amounting in the aggregate to Seven hundred and sixty-five dollars (\$1065); and it was

Referred to President
to ascertain what
other expenses are
involved; to ask
for transfer to
cover same

Voted, that these estimates be referred to the President to ascertain what other incidental expenses if any are involved in the moving; and to make application to the City Government for an appropriation to cover the same; also to confer with the Mayor regarding a transfer to provide the Four thousand dollars (\$4000) inadvertently taken by the Budget Commissioner from the item for salaries in the 1917-18 appropriation for the Library.

Electric fixtures for
Addition, estimates

Estimates for electric fixtures for the Addition to the Central Library building were received, ranging in price from Nine hundred and seventy-nine dollars (\$979) to Seventeen hundred and fifty dollars (\$1750), and were referred to the Architect to determine

whether they are based on the same specifications and include all the fixtures necessary for the proper lighting of the building; with a request for a report from him and a recommendation as to the placing of the contract.

A communication from the Public Buildings Department regarding increase in the allowance for Sunday janitor service at the Mt. Pleasant Reading Room, together with a report from the Supervisor of Branches on this and similar cases, were referred to the Librarian for report on all the cases involved.

The Librarian was authorized to renew the lease of the premises occupied by the Allston Reading Room, for a period of one year at a rental of Fifty dollars (\$50) per month instead of Forty-five dollars (\$45) as at present.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Chargeable to the general appropriation amounting to Six thousand, one hundred and ninety-four and $\frac{67}{100}$ dollars (\$6,194.67).

Chargeable to trust funds income amounting to One thousand nine hundred and sixty-seven and $\frac{54}{100}$ dollars (\$1,967.54).

The Librarian's schedule of Sunday service at the Branches and reading rooms was approved.

The Librarian presented a communication from the President of the Boston Typothetae regarding increase in the wages of employees in the Printing trades; also a statement from the Chief of the Printing Department as to the work of Mr. George H. Barclay; and it was

Voted, that the matter be laid over for one week.

In accordance with the vote of November 2, the Librarian submitted a report on the matter of temporarily filling the position of librarian of the North End Branch during the absence of Miss Guerrier; together with a report from the Supervisor of Branches, and a list of names of employees qualified for this position; and stated that in view of the short remaining period of the Librarian's absence, no recom-

November 9, 1917
Electric fixtures
Addition

Station N, pay
for janitor service
Sundays

Station C, lease
renewed

Bills, allowed and
ordered paid

Boston Typothetae
regarding increase in
pay to printers.
George H. Barclay, work
of

North End Branch
position of Librarian
need not be filled
at present

November 9, 1917

First assistant

Children's room:

Librarian to prepare

a list of those

qualified

Branch Department:

case of insubordination;

Librarian to prepare

report.

nomination for filling the place is presented.

The matter of the appointment of a first assistant in the Children's Department was taken up, and the Librarian presented the applications of two members of the staff for this place, with a record of their service and qualifications; and it was

Voted, that the Librarian be requested to present at the next meeting a list of those who by reason of their qualifications, experience and general ability and who are in line for promotion, are in his judgment qualified for the position.

The Librarian submitted a report made to him by the Supervisor of Branches regarding a case of insubordination in the Branch Department; and asked the consideration of the Trustees as to what action shall be taken in such cases; and it was

Voted, that the Librarian be requested to make to the Board a full report on this particular case; and state his opinion as to what if any action the Trustees should take in the matter.

Dissolved:

Lilla J. Deery
Clerk

November 16, 1917

Friday, November 16, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Cookley, Conversey, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of November 9, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 862 deferred from November 9.

chargeable to trust funds income amounting to \$1562.06

chargeable to city money 15 cents

chargeable to Kellogg Atheneum \$29.93; also

Miscellaneous supplies for the Central Library and Branches

\$446.41, for Binding \$539.00, and for Printing Department

\$54.21, total \$5053.62.

List No. 683 of books recommended for purchase was laid over for one week according to rule.

The Librarian was requested to report at the next meeting a statement of the probable unexpended balances on the Bradley, Carter, Ford, Mead, and Skinner funds, in addition to the amount already set aside for the stock fittings for the addition to the Central Library building.

Notice of a claim against George Baker Long by Waldo Brothers, amounting to sixteen hundred and nineteen and $\frac{85}{100}$ dollars (\$1619.85), was received and ordered placed on file

A communication dated November 13 from Mr. Francis C. Welch in relation to the estate of Mary Elizabeth Stewart in which the Library has an interest, was referred to the President for reply.

A communication was received from the Employees' Benefit Association regarding a proposed special meeting of the Association to be held on November 27th; and it was

Voted, that the Association be permitted to meet in the Lecture Hall on the date named, at 5 o'clock in the afternoon, or later.

Books and
Supplies
purchase
authorized

Book list laid
over

Balances on unexpended
trust funds: to be
set aside for stock
fittings, addition

George Baker Long, claims
against

Mary Elizabeth Stewart
estate, communication,
regarding

Employees' Benefit Assn
to meet at 5 o'clock

November 16, 1917

Employees' Benefit
Association, relating to
Service

A communication from the Committee of the Employees' Benefit Association on the Conference with the Trustees, asking for a statement in writing as to the sentiment of the Trustees in regard to hearing employees on matters relating to service, was referred to the President to make such statement.

Binery, increase in
pay of women
employees, recommenda-
tion by Chief of
Department.

A communication was received from the Chief of the Binery reporting an advance of One and ⁵²/₁₀₀ dollars (\$1.52) per week in the rate of wages paid to women employees, recently adopted by the Trade Union; and recommending an increase to Twelve dollars (\$12) per week to the women employed in the Library Binery; and after consideration, it was

Voted, that in view of the fact that these employees did not share in the 10% increase granted to other employees on February 1, 1917, the recommendation of the Chief of the Binery be adopted, and it was

Increase allowed.

Ellen F. Potts
Joanna Dairon
Alice M. Abely
Mary L. Coffey
Augusta Arvedon
Ellen F. Goullahan
Catherine T. Donnelly
Jendria Felton
Annie T. Flynn
Margaret J. Kiley
Mary T. McElaney
Alice M. Morris
Lucy E. Sule
Mary G. Murphy
Josephine O'Sullivan
Heloise G. Kenney

Ordered, that the following increase in pay to employees in the Binery, take effect November 1, 1917: Ellen F. Potts, forewoman, Twelve dollars (\$12) to Fourteen dollars (\$14), Joanna Dairon, Eleven dollars (\$11) to Twelve dollars (\$12), Alice M. Abely, Augusta Arvedon, Mary L. Coffey, Ellen F. Goullahan, Catherine T. Donnelly, Jendria Felton, Annie T. Flynn, Margaret J. Kiley, Mary T. McElaney, Alice M. Morris, Lucy E. Sule, Mary G. Murphy, Josephine O'Sullivan, and Anna L. McDermott, Ten dollars (\$10) to Twelve dollars (\$12) per week each, and Heloise G. Kenney, Eight dollars (\$8) to Ten dollars (\$10) per week.

Disposal of Scrapbooks
from estate of A. E.
Mullett

The question of disposing of certain scrapbooks given to the Library by the late Alfred E. Mullett of Charlestown, was referred to the Librarian for examination and report.

Electric fixtures
estimates

A communication dated November 15 was received from Mr. Joseph McGinniss, Architect, submitting the following bids for electric fixtures for the addition to the Central Library building:

McKinney & Waterbury	\$1290.35
Joseph E. Greene Company	1267.50
E. C. Davis, Inc.	1171.00
Pettingell-Andrews Company	1152.50.

On his statement that these bids are based on the same specifications and include installation ready for use, it was

November 16, 1917

Electric fixtures
contract with
Pettingell-Andrews

Voted, that the bid of Pettingell-Andrews Company be accepted, and a contract made with them in accordance with the recommendation of the architect, namely, Eight hundred and sixty-two dollars and ⁵⁰/₁₀₀ (\$862.50) for the general fixtures to be installed at once, and Two hundred and ninety dollars (\$290) for stock fixtures to be installed at a later date.

In the matter of moving the Printing and Binery Departments to the new building, the President reported that he had conferred with the City Auditor regarding an application for a special appropriation for such purpose, and that the Auditor had informed him that such consideration was not necessary at this time, but that application for such appropriation and for a transfer of Four thousand dollars (\$4000) for salaries, should be taken up later in the year; and it was

Voted, that the Librarian be authorized to provide for the removal of the Printing and Binery Departments in accordance with his recommendation, at an estimated cost of Fourteen hundred and fifteen dollars (\$1415), including moving, taking down and re-erecting machinery, and all incidental expenses connected therewith.

The Librarian's report was read by him.

A special privilege card was granted to the Rev. Charles J. Sullivan, D. D.

The Librarian reported that at the time of the death of Miss Dittmer an employee of the East Boston Branch, there was due her for service the sum of Twelve dollars (\$12); and it was

Ordered, that the City Treasurer be authorized to pay to Claus D. Dittmer, the sum of Twelve dollars (\$12) amount due Bertha L. Dittmer, deceased, for services rendered at the East Boston Branch Library for the period October 12 to October 20, 1917, inclusive.

In the matter of the application for increased Sunday janitor service at the Mt. Pleasant Reading Room, the Librarian submitted a report on such service in other branches and reading rooms, and stated that he did not recommend any increase at present. The report was accepted.

Increase in pay
to janitor, Sundays,
Station N, not
recommended

Librarian's report
Special privileges

Bertha L. Dittmer
amount due
for service, to be
paid to
Claus D. Dittmer

Printing and
Binery, Dept.
moving

November 16, 1917

Children's Department
appointment of 1st
assistant considered

The matter of the appointment of a first assistant in the Children's Department was taken up and considered, and the Librarian was authorized to send out a notice announcing such vacancy, and to have a special examination for candidates for the same.

Opinion of Corporation
Council regarding
payment of laborer's
pay to elevator men:

In accordance with the vote of November 9th, the Librarian submitted an opinion of Corporation Council upon that the order of the City Council allowing laborers in the employ of the city Eighteen dollars (\$18) per week, has no bearing on the compensation to be paid such employees of the Library; and that if the pay of the elevator operators in the Library was increased to Eighteen dollars (\$18) per week in accordance with their petition, it would be only because the Trustees considered such compensation proper; and after consideration of this case, as well as that of the attendant in the Public Laboratory, it was

Pay increased:

William E. Egan
William P. Mickey
David F. G. Schramm
Charles Webster
Thomas J. Deyton

Ordered, that the pay of William E. Egan, William P. Mickey, David F. G. Schramm, and Charles Webster, elevator operators, and Thomas J. Deyton, attendant in the Public Laboratory, be increased to Eighteen dollars (\$18) per week, each, November 16.

Report on case of
insubordination: in
future cases Librarian
to suspend such persons

The Librarian submitted a report on the recent case of insubordination in the Branch Department reported by the Supervisor of Branches; and stated that unless there is objection he will in future cases follow the authority of the By-laws and suspend such persons with loss of pay.

Charles W. Murphy for
transfer to Stock
room.

The President presented an application from Charles W. Murphy, janitor, for transfer to the Stock room; and this was laid over for one week.

Dissolved.

Lella Jean Deery
clerk.

Friday, November 23, 1917

November 23, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 11 o'clock p.m.

Present: Messrs. Carr, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of November 16, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 863 deferred from November 16 and Special list No. 863C

chargeable to city money to the amount of \$2.00

chargeable to trust funds income \$917.34

chargeable to exchange account \$171.25

chargeable to Telephones (Theatrum) \$38.68, also

Miscellaneous supplies for the Central Library and Branches \$517.94, for Bindery \$18.50 and for Printing Department \$43.77, - total \$580.21.

List No. 864 of books recommended for purchase was laid over for one week according to rule.

A communication was received from the Mayor regarding the employment of non-union workmen on the addition to the Central Library building, and was referred to the President for reply as to the facts of the case.

A communication from the International Brotherhood of Stationary Firemen requesting the Trustees to include in their budget for 1918 an amount to cover an increase from Twenty-one dollars (\$21) to Twenty-four dollars (\$24) per week in the pay of firemen, was referred to the Librarian to ascertain when this new rate was established; and what other city departments intend to do in the matter.

A communication from the Finance Commission regarding the makeup of the budget for the year 1918-19, was referred to the Librarian to comply with the requests contained therein.

A communication dated November 21 was received from the Mayor's office, regarding the employment of non-residents in the Library; and it was

Books and
supplies
purchase
authorized

Book list laid
over

Communication
regarding employment
of non-union men
on addition

Firemen, regarding
increase in pay

Finance Commission
regarding budget

Employment of
non-residents

November 23, 1917

Non-Resident

employees list to be

sent to Mayor's office.

Increase in pay in

Printing Department

Pay increased:

Emil Hoffman

George L. Easley

Mary T. M. Boyle

George V. Aker

James Reay

Librarian's report

William McJowan

absent on military duty

place temporarily

filled: Abraham

Snyder, William H.

McCarthy, promoted

Employed:

Annie J. Fuller

Ellen E. McGivern

Temporary employees in

lowest grade to receive

\$6 week

Employees in S. B.

Service in business to

be discontinued.

Scrapbooks A. E. Mullett

Noted, that the President be requested to send to the Mayor a statement of the total number of employees in the Library system: three hundred and twenty-three in the regular service and about two hundred in the "extra" service, together with a list of the twenty-four who are non-residents.

The matter of increase in the pay of employees in the Printing Department to conform to trade union rates, was taken up and considered; and it was

Ordered, that the following increases in pay in the Printing Department, take effect at the dates named: Emil Hoffman, cylinder pressman, twenty-four dollars (\$24) to twenty-six dollars (\$26) per week, October 27; George H. Easley, job pressman, thirteen dollars (\$13) to twenty-one dollars (\$21) per week, October 27; Mary J. M. Boyle, compositor, twenty-one and $\frac{57}{100}$ dollars (\$21.57) to twenty-two and $\frac{57}{100}$ dollars (\$22.57) per week, November 1; George V. Aker and James Reay, linotype operators, twenty-four dollars (\$24) to twenty-five dollars (\$25) per week, ^{each} November 1.

The Librarian's report was read by him.

On recommendation of the Librarian, to fill a vacancy in the Shelf Department caused by the absence of William McJowan on military duty, it was

Ordered, that the following promotions take effect December 2: Abraham Snyder, with increase in pay from thirteen dollars (\$13) to fifteen dollars (\$15) per week; William H. McCarthy, with increase in pay from eleven dollars (\$11) to thirteen dollars (\$13) per week.

Ordered, that Annie J. Fuller and Ellen E. McGivern be employed in the regular service, Issue Department, at six dollars (\$6) per week each, beginning November 23.

The Librarian was authorized to pay six dollars (\$6) per week to temporary employees in the lowest grade in the Central Library.

The Librarian submitted a report regarding the employment in the Sunday and Evening service of persons engaged in outside business; and asked for consideration of the question of discontinuing such employees; and the report was laid on the table for future consideration.

In the matter of the gift to the Library by the late Alfred E. Mullett of Charlestown of scrapbooks and other material, the Librarian reported that except for certain albums of photographs, and volumes of clippings relating to the theatre, and some theatre programs,

the material does not appear to be useful for the Library collection; and it was

Noted, that except for the material selected by the Librarian, the Trustees regret that they are unable to make use of the gift of Mr. Mullett.

The Librarian presented a statement of the income of the Bradlee, Center, Ford, Mead and Skinner funds, showing a probable balance on January 31, 1918 of three thousand, eight hundred and thirty-seven and $\frac{80}{100}$ dollars \$3,837.80, in addition to the sums already set aside for stock fittings for the addition to the Library building.

Special privilege cards were granted to Sophia R. Knight, Eleanor R. Garrison, Martin J. Shugme and Deserie J. Whiting.

Dissolved.

Bella Jean Deery
Clerk.

November 23, 1917

Trust funds, income
of unrestricted to
be used for stock
fittings

Special privileges

November 30, 1917

Friday, November 30, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly and Kinney.

The President Mr. Kinney in the chair.

The record of the meeting of November 23, 1917 was read and approved.

The Librarian was authorized to purchase according to list submitted by him and to be placed on file, the following:

Books, List No. 864 deferred from November 23,

chargeable to trust funds income, amounting to \$994.75

chargeable to Illinois Athenaeum \$62.87; also

Miscellaneous supplies for the Central Library and branches

\$277.63, for Bindery \$12.40 and for Printing Department

\$35.84, - total \$346.87.

List No. 865 of books recommended for purchase was laid over for one week according to rule.

Notice of a claim against George Baker Long, by Joseph P. O'Connell, amounting to twelve hundred and nine and $\frac{93}{100}$ dollars (\$1209.93) was received and ordered placed on file.

A communication dated November 28th was received from Mr. John D. Cullen, President of the Community Improvement Association of Ward 20, requesting the establishment of a branch of the Library in that section of the city; and was referred to the Librarian for examination and report.

A communication from Miss Evangeline Deserell, regarding a fall on the main stairway of the Library, and suggesting that the stairs be covered with rubber, or that the elevator be enlarged; was referred to the President for reply.

A communication from a committee of the Boston Society of Architects as to suggestions for the possible increase in the use of the collection of architecture in the Library, was referred to the President to reply that the Trustees will be glad to receive such suggestions.

Communications from Mr. W. G. J. Roffe of the Shelf Department, and from the firemen and watchmen employed in the Library,

Books and
Supplies
purchase authorized

Book list laid over

Claim against
George Baker Long

Community Improvement
Assn. Ward 20
request for establish-
ment of branch

Evangeline Deserell, fall
on stairway.

Society of Architects
suggestion for use of
architectural collection

W. G. J. Roffe reporting
pay

November 30, 1917

Firemen, want increase

Librarian's report

Civil Service

Commission

request return of

janitors on payroll

as janitors' laborers

Deposit

Special privileges

Estimate 1918-19

Special meeting

asking for increase in pay, were laid upon the table for future consideration.

The Librarian's report was read by him.

The Librarian presented a communication addressed to him by the Civil Service Commission, requesting that men employed in the Engineer and Janitor Department at the Central Library now classed as janitors, be returned on the payrolls in the future as Janitor's laborers, in accordance with their actual duties; and the Librarian was directed to comply with the request of the Commission.

The Librarian was authorized to send a deposit of books to the Hebrew Educational Society, 113 Herold Street, Poplar, under the usual conditions.

Special privilege cards were granted to Frank Seichman, and the Textile World Journal.

The Librarian submitted his estimates for the maintenance of the Library during the coming fiscal year, which were considered in detail, and were laid over for further consideration at a special meeting.

Voted, that a special meeting of the Corporation be held in the Trustees' room on Tuesday, December 11, 1917, at 4 o'clock p.m.

Dissolved:

Adler Jan Deserell
Clerk.

December 4, 1917
Special meeting

Tuesday, December 4, 1917

A special meeting of the Corporation was held in the Trustees' Room at 4 o'clock p.m.

Present: Messrs. Govr, Cookley, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

Estimates

considered

Consideration of the Librarian's estimates for the maintenance of the Library for the coming fiscal year, was immediately taken up, after which, it was

Voted, that the estimates for general maintenance amounting to One hundred and sixty-two thousand seven hundred and seventy-two dollars (\$162,772) as submitted by the Librarian, be approved and adopted; and that his estimate for salaries, Three hundred and fifty-four thousand one hundred and ninety-five dollars (\$354,195) be increased 15 per cent, or Fifty-three thousand one hundred and twenty-nine dollars (\$53,129), this additional sum to be applied in increasing low salaries and in adjusting existing inequalities in salaries of higher grade employees, making the total estimate for salaries Four hundred and seven thousand three hundred and twenty-four dollars (\$407,324), and the total estimated requirement for the year 1918-19, Five hundred and seventy thousand and ninety-six dollars (\$570,096) as follows:

Estimates

approved and
adopted

— Estimated Requirement
1918-19

A. Personal services:

1. Permanent employes	\$ 294,370
2. Temporary employes	59,825
	<u>354,195</u>
Add 15%	53,129
	<u>407,324</u>

B. Service other than personal:

1. Printing and binding (outside work)	320
2. Postage	2,200
4. Transportation of persons	240
5. Carriage & freight	10,500
8. Light & power	9,500
10. Rent, taxes, water	11,900
11. Insurance	200
12. Premium, surety bond	5
13. Communication	950
18. Cleaning	750
19. Removal ashes, etc.	20
21. Removal snow	600
22. Medical	25
25. Examinations	150
31. Extermination insects	40
36. Boiler inspection	25
39. General plant, repairs	11,922
	<u>\$ 49,347</u>

December 4, 1917

Estimates 1918-19

C. Equipment:

2. Machinery	\$ 1,700
5. Motorless vehicles	65
7. Furniture & fittings	5,200
9. Office	700
10. Library	50,000
13. Tools & instruments	600
16. Wearing apparel	75
17. General plant	3,750
	<u>\$ 62,090</u>

D. Supplies:

1. Office	2,700
2. Ink & rice	300
3. Fuel	32,000
4. Storage & animal	10
5. Medical, surgical, etc.	25
8. Laundry, cleaning, toilet	1,000
10. Reproduction	150
13. Chemicals, disinfectants	150
16. General plant	4,000
	<u>40,335</u>

E. Materials:

1. Building	800
10. Electricity	1,700
13. General plant	8,500
	<u>11,000</u>

Voted, that these estimates be presented to the Mayor in the form required by the Budget Schedules; and that the President and Dr. Mann be a committee to prepare a communication to accompany the same.

Voted, that the Librarian be requested to submit to the Board as soon as possible a detailed statement of the present salary schedule, together with a comparative statement of the salaries paid in other representative libraries; and his own recommendations as to any changes or readjustments that should be made.

The following persons were appointed on the Examining Committee for the year 1917-18: Miss Eleanor W. Allen, Mr. Ezra H. Baker, Mrs. Abraham C. Benman, Henry A. Callahan, M.D., Rev. Thomas C. Campbell, Mr. J. Randolph Coolidge, Jr., Mr. James E. Cotten, Mr. Arthur G. Everett, Mr. George C. Flynn, Rev. Paul Moore Dockingham, Mr. William E. Eldridge, Mr. Robert Grant, Mr. J. Francis Gidley, William P. Hammond, M.D., Mr. Isaac Harris, Mrs. Emma B. Harvey, Rev. George A. Lyons, Mr. James E. McConnell, William H. McManis, M.D., Mr. Frank Meriam, Mrs. Hugh Nason, Mr. Robert Treat Paine, Mr. Richard Pope, Rev. W. DeWes Roberts, Mrs. William R. Rush, Rev. Henry Santoro, Mr. John A. Seanga, Prof. William J. Setzer, Mr. Daniel J. Shea, Mrs. Edwin A. Shuman,

Librarian to present
salary list with
recommendation for
changes

Examining Committee
1917-18.

December 4, 1917

Miss Amelia W. Stockwell, Mr. David J. Walsh, and Miss Mary R. Walsh.

Examining Committee

President joined with

Voted, that the President be joined with the Examining Committee as chairman in accordance with the ordinance.

Voted, that the meeting due to be held on Friday, December 7, 1917, be omitted.

Dissolved.

Attest Jan Deery
Clerk.

Friday, December 14, 1917

December 14, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Cookley, Connolly, Kinney and Mann.

The President Mr. Kinney in the chair.

The records of the regular meeting of November 30 and of the special meeting of December 14, 1917, were read and approved.

A communication from the Boston Printing Pressmen's Union, dated December 13, regarding the pay of George H. Farley, was read and laid upon the table.

Notices of claims against George Baker Long, from Walter J. Grosvenor, amounting to seventy hundred and ninety-two and $\frac{42}{100}$ dollars (\$292.42), and from W. A. Munfield & Co., amounting to One hundred and fifteen dollars (\$115), were received and ordered placed on file.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 865 deferred from November 30th

and Special List No. 865a

chargeable to city money to the amount of \$8.00

chargeable to trust funds income \$906.57

chargeable to Exchange account \$181.50

chargeable to Fellowes & Thompson \$19.50, also

Miscellaneous supplies for the Central Library and

branches \$1148.53, for Bindery \$19.64 and for Printing

Department \$838.62, total \$2,006.79.

List No. 866 of books recommended for purchase was laid over for one week according to rule.

List No. 43 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was laid over for one week according to rule.

The President read a copy of the communication sent to the Mayor with the estimates for 1918-19, as follows:

Pressmen's Union

reporting pay of

George H. Farley

George Baker Long

claims against

Books and

Supplies

purchase

authorized

Book list laid over

Gift list laid over

Letter to Mayor

regarding estimates

December 14, 1917

Estimates, 1918-19

Letter to
Mayor to
accompany
same:

Honorable James M. Curley
Mayor of the City of Boston.
Sir:

The Trustees of the Public Library transmit herewith their estimate of the expenses of the Library for the ensuing year, in the form required by the Budget schedule sent to them by the Budget Commissioners. The salary schedule for 1918, based on present pay and authorized increases to go into effect February 1, 1918, is Three hundred and fifty-four thousand, one hundred and ninety-five dollars (\$354,195) which is forty-one thousand two hundred and nine dollars (\$41,209) more than the amount that was spent for salaries (estimating the last two months) last year. This sum of forty-one thousand two hundred and nine (\$41,209) is divided as follows: Sixteen thousand three hundred and fifty-four dollars (\$16,354) is required by the enlargement of the service under the normal growth of the Library system, and twenty-four thousand eight hundred and fifty-five dollars (\$24,855) is required to meet salary increases adopted and put in operation by vote of the Board of Trustees last year. In addition, the Trustees ask for fifty-three thousand one hundred and twenty-nine dollars (\$53,129), being fifteen per cent. of the estimated actual requirement under present conditions for 1918; this additional sum to be applied in increasing salaries of the Library employees now receiving low wages, and in adjusting ^{existing} inequalities in the salaries of the higher grade employees. This fifteen per cent. increase will make the total amount asked for for salaries four hundred and seven thousand three hundred and thirty-four dollars (\$407,324).

In the item for the general maintenance of the Library apart from the expense for personal service, there is an increase of forty-six thousand five hundred and sixty-five dollars (\$46,565) which is a trifle above forty per cent. upon the expense for last year, and is required by the increase in prices of materials and supplies, the present needs of the Library, and by the natural growth of a great Library system. The total amount required for all purposes is, therefore, five hundred and seventy thousand, and ninety-six dollars (\$570,096). A reasonable deduction for "lost time"

December 10, 1917

will be Twelve thousand dollars (\$12,000).

In submitting these estimates we desire to call attention again to the language of the Charter of the Library Corporation, which requires the appropriation for personal service in the Library to be made in one gross sum and not in the terms submitted in the Budget schedule. We called attention to this matter in 1915 and again last year, and in both years the City Council adopted our view of the legal situation, and made the appropriation for salaries in one sum.

As to the estimate for the general maintenance of the Library, other than expense for personal service, we submit that the Charter of the Corporation also requires this appropriation to be made in one sum. This Charter gives the Trustees the "control of the moneys appropriated" for the maintenance of the Library, and any sub-division by the appropriating power takes the control away from the Trustees to the extent that such sub-division is made.

We respectfully ask therefore, that the appropriation be recommended by you to the City Council and made in two lump sums, one for salaries and one for maintenance.

Respectfully

The Trustees of the Public Library
of the City of Boston, by
(Signed) William S. Kenney
President.

The Librarian's report was read by him.

A communication dated December 8 was received from Mr. Herbert Hoover asking that Miss Guerrier be allowed to continue for the present her services for the Food Administration; and a request was also received from Miss Guerrier for further leave of absence in connection with this work; and upon motion of Dr. Mann, it was

Voted, that in accordance with the request of Mr. Hoover, Miss Guerrier be granted further leave of absence for government work.

On motion of Mr. Coakley, it was

December 14, 1917

Estimates, 1918-19

Letter to
Mayor to
accompany
same.

Librarian's report

Miss Guerrier, further
leave of absence
on account of
government
service.

December 14, 1917

Edith Guerrier
place temporarily
filled by Mary
F. Kelley

Ordered, that during the absence of Miss Guerrier on Government work, beginning December 21, Mary F. Kelley, librarian of the Parker Hill Reading Room be appointed temporary librarian of the North End Branch at a salary at the rate of eleven hundred dollars (\$1100) per year; on the understanding that when Miss Guerrier returns to duty, she resume her position as librarian of the Parker Hill Reading Room.

Assistants at

N.E. Branch to
be paid for
extra service

The Librarian was requested to report at the next meeting the sums which he thinks equitable to be paid to Jimmy Goldstein, Gertrude Goldstein, and Adeline Peramino, assistants at the North End Branch, for extra service rendered during the absence of Miss Guerrier from September 2nd to December 20th inclusive.

Grade increases:

Helen S. Ryan
Henriette F. Temple
Annie J. Riley
Annie L. Keinan
Alice C. Deley

On recommendation of the Librarian, it was Ordered, that the following grade increases in pay take effect December 14th: Helen S. Ryan, and Henriette F. Temple, Charlestown Branch; Annie J. Riley, Dorchester Branch; Annie L. Keinan, North End Branch; and Alice C. Deley, Boston Reading Room, seven dollars (\$7.00) to eight dollars (\$8.00) per week, each.

William E. Glegg

promoted

To fill a vacancy in the Periodical Room, caused by the resignation of William E. Wallace, it was

Ordered, that William E. Glegg be transferred from the Executive Department to the Periodical Room, with increase in pay from twelve dollars (\$12.00) to thirteen and $\frac{75}{100}$ dollars (\$13.75) per week, December 21.

West End Branch

assistant janitor
for

The Librarian was authorized to employ an assistant to the janitor at the West End Branch during the winter months and until May 15th next, at not exceeding fifteen dollars (\$15.00) per week.

Extra service at

branches, allowance
increased.

The Librarian was authorized to increase the allowance for extra service at the East Boston Branch from nine dollars (\$9.00) to twelve dollars (\$12.00) per week; at the Roxbury Crossing Reading Room from five dollars (\$5.00) to nine dollars (\$9.00) per week; and at the Codman Square Branch, until June 1 next, from nine dollars (\$9.00) to twelve dollars (\$12.00) per week; and the allowance for janitor service at the Juvenile Reading Room from four and $\frac{25}{100}$ dollars (\$4.25) to six dollars (\$6.00) per week.

December 14, 1917

Legal Advisory
Board to use much
rooms.

A request from the Legal Advisory Board for permission to use rooms in the Uphams Corner and West Roxbury branches for work in connection with the new draft regulations, was granted.

The Librarian submitted a report on the special examination for the position of first assistant in the Children's Department, which was considered; and the matter of an appointment to the position was laid over for one week.

Report on examination
for 1st assistant
children's department

The Librarian was authorized to add to the periodical list for 1918, one copy each of "The Independent," the "New Republic," "The Outlook," and "The Woman's Home Companion", at a cost of twelve and $\frac{50}{100}$ dollars (\$12.50).

New periodicals
added to list

Special privilege cards were granted to Lawrence R. Grose, the Paine Furniture Company, Liberty Mutual Insurance Company, and the "North American Teacher", and to members of the Examining Committee.

Special privileges

In accordance with the vote of November 30th, the Librarian submitted a report on the request of the Community Improvement Association of Ward 20 for the establishment of a branch of the Library in that section; and recommended that at present no action be taken in the matter.

Ward 20 Community
Improvement Assn.
report on request for
branch

It was voted, that the report be accepted and the recommendation approved.

Report approved

A communication from Mr. Joseph Mc Guinness, Architect, dated December 12th, regarding variations in the level of the concrete floors in the Addition to the Central Library building, was referred to the Librarian for examination and report as to whether the work had been properly inspected and accepted.

Concrete floors in
Addition uneven

A communication from the Board of Health regarding recent cases of small-pox, and recommending vaccination, was received and read; and the Librarian was directed to post copies of the same in all departments of the Central Library and branches.

Small-pox, letter
from Board of
Health

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President

Bills, allowed and
ordered paid

December 14, 1917

Bills allowed

Authorized to sign the necessary requisitions therefor:

Chargeable to the general appropriation amounting to Twelve thousand, three hundred and thirty-two and $\frac{37}{100}$ dollars (\$12,332.37).Chargeable to trust funds income amounting to Three thousand eight hundred and thirteen and $\frac{21}{100}$ dollars (\$3,813.21).Chargeable to Hyde Park Library building fund amounting to Thirty-seven and $\frac{11}{100}$ dollars (\$37.11).

Special drafts

Voted, that there be allowed and paid to Joseph McGinniss the sum of four hundred and forty-two and $\frac{27}{100}$ dollars (\$442.27) the same being for architectural services in connection with the Addition to the Central Library building; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Central Library Addition.

Dissolved:

Wells Jan Deary
Clerk

Friday, December 21, 1917

December 21, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of December 14, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 866 deferred from Dec. 14

chargeable to city money to the amount of \$866.21

chargeable to trust funds income \$162.94

chargeable to Felloes' Athenaeum \$43.44; also

Miscellaneous Supplies for the Central Library and branches \$308.50.

List No. 867 of books recommended for purchase was laid over for one week according to rules.

List No. 43 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was taken from the table and approved.

A claim against George Baker Long from Daniel's & Blomquist amounting to \$1100 was received and ordered placed on file. The Librarian's report was read by him.

In accordance with the request of December 14th the Librarian reported on the matter of payment to assistants at the North End Branch for extra service during the absence of Miss Guenier; and on his recommendation, it was

Ordered, that Fanny Goldstein be paid ninety-two and $\frac{11}{100}$ dollars (\$92.47), Gertrude Goldstein sixty-seven and $\frac{29}{100}$ dollars (\$67.29) and Adeline Paramino thirty-one and $\frac{67}{100}$ dollars (\$31.67) for extra service at the North End Branch during the period September 1 to December 20 inclusive.

On recommendation of the Librarian, based on the result of examination and experience, it was

Ordered, that Ellen E. Cummings of the South Boston Branch be appointed temporary librarian of the

Books and
Supplies
purchase
authorized

Book list laid over

Gift list approved

Extra service pay to

assistants at
No. End Branch:

Fanny Goldstein
Gertrude Goldstein
Adeline Paramino

Ellen E. Cummings
temporarily Woman
Parker Hill R. Room

December 21, 1917

Elevator Addition

Carver Hill Reading Room during the absence of Miss Kelley at the North End Branch, at a salary of (\$13.25) Shinken and ²⁵/₁₀₀ dollars per week, beginning December 26; and in case Miss Cummings declines the appointment, that it be offered first to Margaret B. Lappan of the West End Branch, and second to Ellen C. McShane of the South End Branch, respectively, next in order of qualifications.

The Librarian was requested to report at the next meeting with reference to the elevator in the Addition to the Central Library building, - whether it has been accepted, and as to the matter of inspection for the same.

James Wilkinson to
install and
connect heaters
in Addition

The Librarian reported that under authority of the President to meet an immediate need, he had authorized the James Wilkinson Company to install and connect certain heaters and motors in the new Bindery, at an estimated cost not to exceed three hundred dollars (\$300); and it was

Voted, that this action be approved and confirmed.

George Baker Long
has abandoned work
on Addition. Trustees
to complete same.

Other matters to be
adjusted referred
to Librarian to
proceed in accordance
with recommendations
of Architect.

The Librarian presented a communication addressed to him by Mr. Joseph Mc Guinness, Architect, under date of December 21st, calling attention to various matters relating to the Addition, namely: that George Baker Long the general contractor, has abandoned the work, and recommending that in accordance with Article 5 of the contract, the Trustees enter upon the same and complete it; that the International Engineering Works who have a lien on the city under the P. J. Sullivan contract, refuse to replace two boiler doors and certain missing parts which they claim were delivered, but have not been found in the building, and stating that the Corporation Counsel recommends the Trustees to issue an order for the cost of the same to be adjusted later; that the iron hoods for the radiators in the Bindery will cost thirty-eight and ⁵⁰/₁₀₀ dollars (\$38.50) more than the allowance for such fixtures; and that an expenditure of One hundred and twenty-five dollars (\$125) in addition to the amount already authorized for electric fixtures will be necessary to properly complete the work; and recommending that these additional allowances be authorized. After consideration, it was

Voted, that the Librarian be authorized to proceed in these matters in accordance with the recommendations of the Architect.

December 21, 1917

Librarian to report
on further additions
required in new
building.

Report on matter of
floor levels

Backing machine for
Bindery

David A. Ellis

regarding coal
situation

Special Privileges

Voted, that the Librarian be requested to confer with the Architect and present to the Board at the next meeting a statement as to what if any further additions are required for the completion and equipment of the new building.

A communication from Mr. Mc Guinness, dated December 20th with reference to the matter of floor levels in the new building, was read and ordered placed on file.

The Librarian's recommendation for the purchase of a new backing machine for the Bindery, was referred to him with power.

A communication dated December 20th was received from Mr. David A. Ellis, Chairman of the Fuel Committee of Boston, with reference to the coal situation, and suggesting the closing of the Library at an earlier hour; and the Librarian was requested to report on this matter at the next meeting; and to request heads of departments to use the greatest care in the use of lights throughout the building. He was also directed to inform Mr. Ellis that the Trustees will give careful consideration to his suggestions.

Special privilege cards were granted to Charles J. Neneo, and the Chinese-American Company.

Dissolved.

Ellen Van Dusen,
Clerk.

December 28, 1917

Friday, December 28, 1917

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Komey and Mann.
The President Mr. Komey in the chair.

The record of the meeting of December 21, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books and
Supplies
purchase
authorized

Books, List No. 867 deferred from December 21

chargeable to city money to the amount of \$604.33

chargeable to Trust funds income \$98.23

chargeable to Fellows' Attenuation \$16.16; also

Miscellaneous supplies for the Central Library and branches

\$176.94, for Bindery \$73.65, and for Printing Department,

\$28.88, total \$279.47.

Book list laid over

List No. 868 of books recommended for purchase was laid over for one week according to rule.

George Baker Long
claims against

Claims against George Baker Long from the New England Structural Company amounting to Four thousand two hundred and fifty-five and $\frac{9}{100}$ dollars (\$4,255.04); the John J. Scully Foundation Company Three hundred fifty-four and $\frac{22}{100}$ dollars (\$354.22); the William H. Wood Lumber Company Seven hundred and seven dollars (\$707.00); and the Pittsburgh Glass Company Six hundred and forty-three and $\frac{50}{100}$ dollars (\$643.50), were received and orders placed on file.

George Baker Long
has given up all
work on Addition

A communication dated December 28th was received from Mr. Joseph McGinniss, Architect, stating that George Baker Long has given up all work on the Addition to the Library building, and has assigned his contract to the National Surety Company; and it was

All claims against
to be turned over
to Corporation
Counsel

Voted, that all the claims which have been made against George Baker Long in connection with his contract for the Addition to the Central Library building, be turned over to the Corporation Counsel for such action as is necessary in the matter.

December 28, 1917

Elevator, Addition
contract completed

The Librarian's report was read by him.

In accordance with the vote of December 21st, the Librarian reported with reference to the elevator in the Addition, that it has not yet been accepted by the Architect, but that the contract has been completed and the elevator is ready for use; and he presented a proposition from the Otis Elevator Company for the inspection and care of the same; and it was

Voted, that the Librarian be authorized to execute a contract with the Otis Elevator Company for the inspection, oiling and adjusting of this elevator in accordance with their proposition of December 27th, at the rate of Five dollars a month; subject to the acceptance of the elevator by the Architect of the building.

Librarian to execute
contract for care
and inspection

A communication dated December 26th was received from Mr. David R. Ellis, Chairman of the Fuel Committee of the City of Boston, regarding the coal situation, and again urging the endeavor to retrench in every possible direction in the use of coal; and after consideration, on motion of Dr. Mann, it was

Fuel Committee
coal situation

Voted, that the Librarian be requested to acknowledge the receipt of the communication and state to the Commission that in accordance with their request the Trustees have taken measures to reduce the amount of coal consumption by closing the Central Library and branches for such hours as in their judgment involves the least inconvenience to the public.

Trustees will reduce
coal consumption
by early closing
of Central and
branches.

On recommendation of the Librarian, it was

Ordered, that for the present and beginning December 30th the Central Library be opened on Sundays at 2 o'clock instead of 12, and closed every evening at 9 o'clock instead of 10; that the branches be opened daily at 1 o'clock instead of 9 in the morning, and closed at 9 o'clock in the evening; and that the Sunday service at the branches be discontinued. And that during this time no reduction be made in the compensation of employees in the regular or extra service.

Librarian's report
on early closing

Special privilege cards were granted to Marie

Special privileges.

December 28, 1917

Children's Department
appointment of
1st assistantAnna L. Manning
promoted

L. Everett, Jennetta Littlefield, and Lorense D. Snelling.

The matter of the appointment of a first assistant in the Children's Department was taken from the table, and considered; and on recommendation of the Librarian based on result of a special examination for this position held on December 14th, it was

Ordered, that Anna L. Manning, second assistant at the South Boston Branch, be promoted to the position of first assistant in the Children's Department, with increase in pay to fourteen and $\frac{25}{100}$ dollars (\$14.25) per week, beginning January 7, 1918.

Dissolved:

Della Jean Derry
clerk.

January 4, 1918

Friday, January 4, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connelly, Komey and Mann.

The President, Mr. Komey in the chair.

The record of the meeting of December 28, 1917 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be passed on file, the following:

Books, List No. 868 deferred from December 28, chargeable to city money to the amount of \$377.74 chargeable to trust funds income \$138.72 chargeable to Fellows' Allowance \$10.98, also Miscellaneous supplies for the Central Library and branches \$266.42, for Bindery \$14.75 and for Printing Department \$4.11, total \$275.28.

Books and
supplies
purchase
authorized

List No. 869 of books recommended for purchase was laid over for one week according to rule.

Book list laid over

Notice of a claim against George Baker Long from the H. W. Johns-Manville Company, amounting to three hundred and two and $\frac{53}{100}$ dollars (\$302.53) was received and referred to the Corporation Counsel.

George Baker Long
claims against

The President's action in signing on December 31, 1917 a special draft for eight thousand and seventy-five dollars (\$8075) in favor of the Library Bureau, being the first payment on their contract dated April 18, 1916 for stack fittings for the addition to the Library building, was approved and confirmed.

Library Bureau
special draft

The President reported that after consultation, and in accordance with the request of the Fuel Committee of the city, he had authorized the opening of the Central Library, and the Charlestown, East Boston, South End and West End branches on New Year's day; and had arranged that for the present the opening and closing hours of the Central Library and branches be returned to the regular schedule; and he presented a letter from the Fuel Committee commending this action; and

Fuel Committee
opening as heat
closes on New Year's
Day, certain branches;
return to regular
schedule

January 4, 1918

Fuel Committee's
request, action of
President approved.

it was

Voted, that the action of the President in this matter be approved and confirmed.

Voted, that the Librarian be authorized on the request of the Fuel Committee to again put into effect the reduced schedule of hours voted on December 28, 1917.

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Promotions:

Helen L. Morrissey

Elizabeth H. McShane

Ordered, that Helen L. Morrissey be transferred from the West End to the South Boston Branch to the position made vacant by the transfer of Miss Cummings, with increase in pay from nine dollars (\$9) to eleven dollars (\$11) per week, beginning January 7th; and that Elizabeth H. McShane be transferred from the Warren Street Reading Room to the vacancy in the Children's Department, with increase in pay from ten dollars (\$10) to eleven dollars (\$11) per week, beginning January 7th, and that Elizabeth H. McShane be transferred from the Warren Street Reading Room to the vacancy in the Children's Department, with increase in pay from ten dollars (\$10) to eleven dollars (\$11) per week, beginning January 7th.

Laborer to be
employed temporarily

The Librarian was authorized to employ temporarily, a laborer, at thirty cents (30¢) an hour, eight hours per day, for a period not exceeding ten days.

Ohio Elevator Company
recommend repairs
on elevators. Work
authorized

Communications dated December 29th and January 3rd were received from the Ohio Elevator Company, recommending certain repairs on the elevators at the Central Library building as the result of their inspection; and the Librarian was authorized to execute a contract for this work in accordance with the proposal of the Ohio Elevator Company, dated January 3rd, for the sum of two hundred and eighteen dollars (\$218.00).

Instruction for employees
in work with
children

The Librarian presented a report from the Supervisor of Work with Children outlining a course of instruction for employees in work with children, which was approved.

Special privileges

Special privilege cards were granted to Champlin Bunnage and Adrian J. Dorio.

On motion of Mr. Carr, it was

Voted, that the President, Dr. Mann and the Librarian be a committee to report to the Board at the next meeting the names of two men, they to select a third, who will constitute a board for a proposed survey of the Library.

Disolved.

Wells Jan 29
Clerk.

January 4, 1918
Survey Committee

January 11, 1918

Friday, January 11, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.
The President Mr. Kenney in the chair.

The record of the meeting of January 4, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books and
supplies
purchase
authorized

Books, List No. 869 deferred from January 4, and

Special List No. 869 a

chargeable to city money to the amount of \$505.17

chargeable to trust funds income \$61.55

chargeable to Fellows Athenaeum \$8.71

chargeable to exchange account \$100.50, also

Miscellaneous supplies for the Central Library and branches

\$3162.28, for Binding \$55.00, and for Printing

Department \$914.2, total \$3226.70.

On recommendation of the Librarian, it was

Book lists to be
acted on when
presented

Ordered, that until further action the lists of books recommended by the Librarian for purchase be acted upon at the meeting at which they are presented, and the Librarian was therefore authorized to purchase books according to List No. 870 presented this day:

Books, purchase
authorized

chargeable to city money to the amount of \$537.40

chargeable to trust funds income \$187.98

chargeable to Fellows Athenaeum \$3.32.

George Baker Long
claims against

Notices of claims against George Baker Long from the Otis Elevator Company amounting to forty-seven hundred and sixty-eight dollars (\$4768.00), and from Elbridge A. Bullard amounting to four hundred dollars (\$400.00), were received and referred to the Corporation Counsel.

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian to fill vacancies,

it was

Ordered, that Eleanor M. Moore be employed as

Eleanor M. Moore
employed

regular assistant at the West End Branch, and Edith Gustafson as regular assistant at the Warren Street Reading Room, at eight dollars (\$8.00) per week, each, beginning January 11.

On his recommendation the Librarian was authorized to employ Temporary, extra service at not exceeding fifteen dollars (\$15.00) per week, in revising the reference collection in Bates Hall.

A communication dated January 10 was received from Mr. Joseph McGinniss, Architect, enclosing a statement of additional work to be done for the completion and equipment of the addition to the Central Library building; and after consideration, the Librarian was authorized to contract for a part of this work in accordance with the recommendation of the Architect, namely:

Wire grill partition and gate, shipping room, \$132.00

Voltmeter for Printing Department, 65.00

Three additional bracket lights, Printing Department 16.95

Window shades and draperies for Branch Department and side wall of sixth floor, 75.00

Another communication was received from Mr. McGinniss, dated January 10th, stating that a test had been made of the new heating system in the Addition, which included the running of the old and new building from the old boilers in the old building, and also running the new and old building from the new boilers in the new building, showing that the system can be operated successfully under either condition, and the Librarian was requested to report at the next meeting as to the efficiency of the new heating plant before it is formally accepted by the Board.

A communication from Mr. McGinniss in regard to temporary heat for the new building until the heating plant is completed and accepted, was received and considered; and upon his recommendation and that of the Librarian, it was

Voted, that J. J. Hurley Company be paid thirty dollars (\$30.00) per week for temporarily heating the

January 11, 1918

Edith Gustafson

employed

Bates Hall, temporary
service

Addition, extra
work for

Addition
heating apparatus
tested

J. J. Hurley, to
temporarily heat
new building

J. J. Hurley to be paid

for temporary heat

(This vote rescinded June 7, 1918)

January 16, 1918
 Temporary Heat Addition
 This vote rescinded June 7, 1918

Addition to the Central Library building from January 7, 1918 until the heating plant is accepted by the Trustees; said amount to be charged to the general appropriation.

Special Aid Society
 to use lecture hall
 J. P. Branch

A request from the Jamaica Plain Branch of the Special Aid Society for permission to use the Lecture Hall in the Jamaica Plain Branch Library for rehearsals for a play in connection with war relief work, was referred to the Librarian with authority to grant the request provided the heating of the room is approved by the Public Buildings Department.

Special privileges

Special privilege cards were granted to H. W. L. Dana, Helen W. Wheeler, and Helen, Cornsbrook Woodcock.

Bills allowed and
 ordered paid

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Chargeable to the general appropriation, amounting to six thousand three hundred and sixty-six and $\frac{12}{100}$ (\$6,366.12) dollars.

Chargeable to trust funds income, amounting to four hundred and seventy-one and $\frac{20}{100}$ dollars (\$471.20).

Survey, Committee
 report on, laid on
 table.

The President, for the committee appointed on January 4th to report to the Trustees a proposed board of survey of the Library, submitted a report and recommendation, which, after discussion, was laid upon the table for further consideration.

Dissolved:

Vella Jean Deery
 clerk.

Friday, January 18, 1918

January 18, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Cookley, Cornsbrook, Kenney and Mann.

The President, Mr. Kenney in the chair.

The record of the meeting of January 14, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 871

chargeable to city money to the amount of \$642.95

chargeable to trust funds income \$93.09

chargeable to Fellows' Athenaeum \$22.46; also

Miscellaneous supplies for the Central Library and branches \$496.40, for Binding \$208.72 and for Printing Department \$21.70, total \$726.82.

Books and
 supplies, purchase
 authorized.

The Librarian's report was read by him.

Librarian's report.

In accordance with the request of January 11, the Librarian submitted a report from the R. D. Kimball Company, Engineers, on the capacity of the new heating plant in the Addition, stating that if properly cared for and properly fired there is ample capacity to furnish all the necessary steam for heating and lighting both the old and new buildings. The report was ordered placed on file.

R. D. Kimball Company
 report on capacity
 of heating plant in
 Addition

On his recommendation, the Librarian was authorized to arrange for the installation of Edison light night service in the Addition, at a cost not to exceed One hundred and ninety-five dollars (\$195.00).

Edison light night
 service in Addition

The Librarian presented a letter from the Assistant Corporation Counsel with reference to a bill of the Walter A. Wentworth Company of December 8, 1916, for thirty and $\frac{09}{100}$ dollars (\$30.09) for setting a stone post on the Library sidewalk at the corner of Boylston and Dartmouth Streets, overturned in an automobile accident; and recommending that pending adjustment of the

Walter A. Wentworth Co.
 to be paid for
 setting stone post

January 18, 1918

Matter, the Trustees pay the bill; and it was
Voted, that the recommendation be approved and the bill
paid.

Fuel Committee
request a return
to reduced service

The Librarian reported that the Fuel Committee of the
City had requested a return to the reduced schedule of Library
hours adopted by the Board on December 28th; and he recommended
a modification of the hours for the branches, which was approved,
the revised schedule to take effect at once, as follows: the Central Li-
brary to be open weekdays from 9 a.m. to 9 p.m. and on Sundays
from 2 to 9 p.m.; the branches, except the North End, to be open on
weekdays from 9 a.m. to 9 p.m., the North End Branch from 2 to 9 p.m.; and
the reading rooms from 2 to 9 p.m. on weekdays; no Sunday ser-
vice at branches or reading rooms.

Employees' Benefit Assn.
communication

A communication from the Welfare Committee of the
Employees' Benefit Association was referred to the Librarian for
examination and report.

Special draft to
City Treasurer

Voted, that there be allowed and paid to Charles
H. Slattery, City Treasurer, the sum of Five thousand three hundred
and fifty-three and ¹¹/₁₀₀ dollars (\$5,353.71), the same being in
payment of bills as per schedule dated January 18, 1918, and
that the President or Vice President sign a request on the City
Auditor for a special draft in favor of said payment, said
amount to be charged to the General appropriation for 1917-18.

Transfers in budget
appropriation
items

To provide against deficiencies under certain items
in the budget schedule appropriations, the Librarian recommended
transfers from other items under which there is an excess; and
it was

Special privileges

Voted, that the Mayor be requested to make the
transfers recommended by the Librarian.

Special privilege cards were granted to Richard J.
Cappel, John C. Ferguson, Rev. Myles McLaughlin, and Nathaniel
H. Taylor.

Survey, report of
committee on, taken
from table

The report of the committee on a proposed survey of
the Library was taken from the table and considered; and it
was

Voted, that the report be accepted and adopted;

January 18, 1918

and that the committee be continued in office to carry out all
necessary arrangements in the matter.

The Librarian was requested to prepare and
submit to the Board for approval, copy for a brief handbook
of the resources of the Library.

Handbook, Librarian
to prepare copy.

Dissolved.

Dele Jean Deery
Clerk.

- Report of committee on proposed survey -

The committee recommends that the Board extend an
invitation to Mr. Edwin H. Anderson, Director of the New York Public
Library, and Mr. Arthur E. Botwick, Librarian of the St. Louis
Public Library, they to select a third member, a Librarian of
some large Public Library, to come to Boston and make a
careful survey of the Library system, taking up the
following subjects and any other pertinent to a lending,
reference and branch system library such as ours, which
may seem in their judgment necessary:

Collections
Methods of acquisition
Classification
Publications
Service in its inner relations
Service to the public, etc., etc.
Buildings and equipment.

The Librarian will afford the committee every opportunity
for a thorough examination of the system. The Trustees regard
this as the psychological moment to conduct this investigation.

Every large institution, public and private, should have
periodically a "checking up" by disinterested experts. We
anticipate a constructive report with recommendations
that will improve the character of the service which this
institution renders to the public. This decision of the
Board is in no sense a reflection on any past
administration of the Library, but is designed to
take advantage of any improved methods of
management, service, and acquisition which may be

Survey, report of
committee on

January 18, 1918
Survey, report of
Committee on
proposed

in force elsewhere. We want the best, wherever it is. Library methods are constantly changing in keeping up with the requirements of the public.

Our Library possesses advanced methods which other libraries might well adopt, and there are policies and improvements in other libraries to which we may well give careful consideration. Our purpose is to maintain this institution where it belongs, at the head of the public libraries of the country.

The men chosen, (with Mr. William H. Brett of Cleveland and Mr. Frank P. Hill of Brooklyn as alternates) are recognized authorities in the library world, and would give us a careful and conscientious report of inestimable value to the Trustees and the citizens.

We recommend that the President be authorized to communicate with the trustees of the Boards with whom these gentlemen are associated for approval to assign them to this important commission. It is the desire of the Board that this survey shall be made immediately, and the committee, consisting of the President, Dr. Mann and Mr. Belden be directed to communicate at once with the gentlemen named so that the survey may begin just as soon as the latter can come here after the acceptance of this commission.

(Signed) William D. Conway
Alexander Mann
Charles J. D. Belden
Committee.

January 25, 1918

Friday, January 25, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Barr, Coakley, Connolly, Conway and Mann.

The President Mr. Conway in the chair.

The record of the meeting of January 18, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books List No. 872

chargeable to city money to the amount of \$696.47

chargeable to trust funds income \$267.68

chargeable to DeLoraine Athenaeum \$1.20; also

Miscellaneous supplies for the Central Library and branches \$245.28, for Binding \$1.50 and for Printing Department \$46.45, - total \$323.53.

List No. 44 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was laid over for one week according to rule.

Statement of a claim against George Baker Long by the Concrete Steel Products Company, amounting to seven hundred and six and ⁰³/₁₀₀ dollars (\$706.03), was referred to the Corporation Counsel.

A petition from the officers and members of the First Baptist Church of Roxbury that the Warren Street Reading Room be made a branch, was referred to the Librarian for examination and report.

A communication dated January 25 from Mr. Daniel F. Shea of the Expanding Committee regarding the reference collection in Bates Hall, was read and referred to the Librarian.

The Librarian's report was read by him.

The Librarian presented a list of grade increases due February 1, 1918, together with a list of grade increases recommended by him, all of which were approved, and it was

Books and
Supplies,
purchases
authorized

List laid over

Claim against
George Baker Long

Warren Street R. Room
petition that it be
made a branch

Daniel F. Shea
regarding B. H.
Ref. Collection.

Librarian's report

Grade increases
due & recommended

January 25, 1918

Grade increases

in pay

Ordered, that the following grade increases in pay take effect February 1, 1918:

Executive Department

William D. A. Graham, \$9 to \$10 per week

Catalogue Department

M. Theresa Humphreys, \$16.25 to \$17 per week
 Esie W. Coolidge, \$16.25 to \$17 " "
 Lora L. Cutler, \$16.25 to \$17 " "
 Ida W. Gould, \$16.25 to \$17 " "
 Esther Jensen, \$14.25 to \$16 " "
 Elizabeth G. Barry, \$15.25 to \$16 " "
 Ethel M. Fitzgerald, \$13.25 to \$15 " "
 Mary L. Crosby, \$13.25 to \$14 " "
 Gladys E. Baker, \$11.00 to \$14 " "
 Mary E. Crinn, \$12.25 to \$14 " "

Shelf Department

James L. Sullivan, \$16.25 to \$17 " "
 Katherine G. Gorkine, \$15.25 to \$16 " "
 Florence S. Richards, \$11.50 to \$12.50 " "
 Anna G. Dorman, \$11.00 to \$12 " "

Ordering Department

Margaret D. Collins, \$16.25 to \$17 " "
 Nellie L. Emmeff, \$16.25 to \$17 " "
 Christine Hayes, \$16.25 to \$17 " "
 Harriet V. Mulloy, \$11.00 to \$12 " "
 Mary M. Connolly, \$6.50 to \$7.50 " "

Books Hall Reference

Frank H. Chase, \$25.00 to \$26.25 per year
 Rose Griffin, \$7.50 to \$8.00 per week

Books Hall Centre Desk

William J. Mullooney, \$18.50 to \$20.00 " "
 Katherine G. Sullivan, \$11.50 to \$12.50 " "
 Florence S. L. Sullivan, \$11.50 to \$12.50 " "

Specie Librarian

George A. Maynard, \$17.50 to \$19.17 " "
 Barbara Dineen, \$16.25 to \$17.00 " "
 Margaret L. Cassidy, \$13.75 to \$14.50 " "
 Annie J. Murphy, \$14.50 to \$15.00 " "
 Clement Hayes, \$12.00 to \$13.00 " "
 Jennie C. Smithers, \$6.50 to \$7.00 " "

Newspaper Room

William A. McLanthy, \$9.00 to \$10.00 " "

Statistical Department

Morris Rosenberg, \$16.25 to \$17.00 " "

Registration Department

A. Frances Rogers, \$14.25 to \$15.00 " "
 Joseph A. Miller, \$15.25 to \$16.00 " "
 Catherine L. Kennedy, \$9.00 to \$10.00 " "

Issue Department

Mary E. Reynolds, \$14.50 to \$15.00 " "
 Mary E. Mullooney, \$12.00 to \$13.00 " "
 Susan E. McGuire, \$11.50 to \$12.50 " "
 Julia R. Zingg, \$11.50 to \$12.50 " "
 Mary M. Burke, \$11.00 to \$12.00 " "
 Beatrice Coleman, \$9.00 to \$10.00 " "
 Laura E. Shea, \$9.00 to \$10.00 " "
 Mary V. Medley, \$7.50 to \$8.00 " "
 Marie J. Gross, \$7.50 to \$8.00 " "
 Ruth von Schoppe, \$6.50 to \$7.50 " "
 Edwina Ciculo, \$6.50 to \$7.50 " "
 Mary V. Doyle, \$6.50 to \$7.50 " "
 Isabel Finckelman, \$6.50 to \$7.00 " "

Children's Department

Elise M. Jordan, \$11.00 to \$12.00 per year
 Elizabeth Rosemond, \$9.00 to \$10.00 per week

January 25, 1918

Grade increases in

pay

Periodical Room

Jeanette M. Shute, \$6.50 to \$7.50 per week

Bindery

Theresa M. Matherson, \$15.25 to \$16 per week

Engineer and Janitor Department

Mary J. Mullany, \$16.25 to \$17 per week

Branch Department

Rose Aiman, \$16.25 to \$17 per week
 Marine McLanthy, \$16.25 to \$17 " "
 Charles A. S. Dyckas, \$16.25 to \$17 " "
 Robert J. Dixon, \$16.25 to \$17 " "
 Cecilia W. Hueffner, \$15.25 to \$17 " "
 Jessie Doherty, \$12.50 to \$13.50 " "
 Margaret M. Leman, \$11 to \$12 " "
 Richard Oron, \$13.25 to \$14 " "
 Helen Hilton, \$7 to \$8 per week

Brighton Branch

Ellen L. Conlay, \$15.25 to \$16 per week
 Grace M. Connel, \$13.25 to \$14 " "

Charlestown Branch

Katherine S. Rogan, \$11.00 to \$12.00 per year
 Annie M. Donovan, \$15.25 to \$16 per week
 Beatrice M. Langgan, \$13.25 to \$14 " "
 Margaret J. McGowan, \$9.00 to \$10 " "

Codman Square Branch

Elizabeth P. Ross, \$10.00 to \$11.00 per year
 Ruth E. Sather, \$14.00 to \$15.25 per week
 Edwina L. Sampson, \$13.75 to \$14.50 " "
 Norma L. Bruce, \$8.00 to \$10.00 " "

Dorchester Branch

Margaret S. Barton, \$15.25 to \$16 per week
 Clara L. Jones, \$13.25 to \$14 per week

East Boston Branch

Laura M. Cross, \$11.00 to \$12.00 per year
 Alice M. Wing, \$15.25 to \$16 per week
 Louis B. Bell, \$13.25 to \$14 " "
 William C. Bickford, \$11.50 to \$12.50 " "

Hyde Park Branch

Nellie A. Stone, \$15.25 to \$16 per week
 Carrie C. Hipea, \$13.25 to \$14 " "

Jamaica Plain Branch

Nellie J. Riley, \$15.25 to \$16 " "
 Alice S. Orent, \$13.25 to \$14 " "

North End Branch

Edith Guerrier, \$11.00 to \$12.00 per year
 Gertrude Goldstein, \$11 to \$12 per week

Roxbury Branch

Katie J. Albert, \$15.25 to \$16 per week
 Martha L. B. Berry, \$13.75 to \$14.50 " "
 Sarah W. Griggs, \$11.50 to \$12.50 " "

South Boston Branch

M. Louise Cuffey, \$11.00 to \$12.00 per year
 Ellen A. Eaton, \$15.25 to \$16 per week
 Anna C. Lynch, \$8 to \$10 per week
 Margaret A. Larkin, \$8 to \$10 per week

South End Branch

Margaret A. Sheridan, \$11.00 to \$12.00 per year
 Alice McElrick, \$15.25 to \$16 per week
 Emma J. Lynch, \$13.25 to \$14 " "
 Amelia J. McElrick, \$13.75 to \$14.50 per week
 Clara S. Maxwell, \$9 to \$10 " "
 Ellen C. McNamee, \$9 to \$10 " "

Uphams Corner Branch

Josephine E. Kennedy, \$11.00 to \$12.00 per year
 Mary D. Curley, \$15.25 to \$16 per week
 Ida J. Donnelly, \$11 to \$12 per week

West End Branch

Alice M. Robinson, \$11.00 to \$12.00 per year
 Geneva Watson, \$15.25 to \$16 per week
 Rebecca Miller, \$13.25 to \$14 " "
 Margaret E. Lappen, \$11.50 to \$12.50 " "
 Mary E. Riley, \$11.50 to \$12.50 " "

January 25, 1918

West End Branch

Rebecca E. Hillis, \$15.25 to \$16 per week
 Mary G. Lewis, \$13.25 to \$14 " "

Reading Rooms

Mary A. Hill, Lower Mills, \$11 to \$12 per week
 Grace L. Murray, Roslindale, \$15.25 to \$16 " "
 Emma G. Cypriani, Mattapan, \$11 to \$12 " "
 Mary M. Sullivan, Roxbury, \$13.25 to \$14 " "
 Isobel E. Weatherall, Mt. Vernon, \$13.25 to \$14 per week
 Elizabeth M. Kerachuk, Mt. Vernon, \$9 to \$10 per week
 Mary G. Curley, Mt. Vernon, \$8 to \$10 per week
 Katherine J. Muldoon, Allston, \$13.25 to \$14 " "
 Margaret A. Reid, Mt. Pleasant, \$13.25 to \$14 " "
 Marion G. Gill, Mt. Pleasant, \$8 to \$10 " "
 Cora L. Stewart, Tyler Street, \$15.25 to \$16 " "
 Florence M. Bethune, Warren Street, \$15.25 to \$16 " "
 Katrina M. Sather, Roxbury Crossing, \$13.25 to \$14 per week
 Beatrice G. Maguire, Bay State Station, \$12 to \$13.25 " "
 Edith R. Kieckhefer, Andrew Square, \$13.25 to \$14 " "
 Mary Golden, Andrew Square, \$8 to \$9 per week
 Edith J. Poulton, Orient Heights, \$13.25 to \$14 per week
 Alice L. Murphy, City Point, \$15.25 to \$16 per week
 Mary J. Kelley, Park Hill, \$13.25 to \$14 " "
 Gertrude L. Connel, Fenwick, \$13.25 to \$14 " "

Little increase

in pay

John H. Pyffler

fine remitted

Special privilege cards

Special draft to

Auditor for

current expenses

Annual report,

draft laid on

table

On his recommendation, the Librarian was authorized to remit a fine of One and ¹⁷/₁₀₀ dollar (\$1.17) against John H. Pyffler for detention ~~for detention~~ of Library books; also to remit fines against teachers and pupils whose names are on file in the Librarian's record, incurred during the period of excess closing of the schools on account of the fuel situation.

Special privilege cards were granted to Marie L. Clemons, William J. Carcoran, Hugh S. Miller, and the B. F. Shurtzant Company.

Voted, that there be assessed and paid to the Trustees of the Public Library of the City of Boston, A. A. Nichols, Auditor, the sum of Fifteen hundred dollars (\$1500), the same being for meeting current expenses; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment said amount to be charged to the general appropriation for 1918-19.

The President presented a draft of the annual report for the year 1917-18, which was read, discussed and amended, and laid over for one week for further consideration.

Dissolved:

Ellen Van Deery
 Clerk.

January 28, 1918

Special meeting

Monday, January 28, 1918
 A special meeting of the Corporation called to consider the fuel situation, was held in the Trustees' room at 5 o'clock p.m.

Present: Messrs. Carr, Bookley, Connolly and Kenney.

The President Mr. Kenney in the chair.

The President explained that at a conference held at the Mayor's office on Saturday last, the Fuel Commissioners had stated that the supply of coal in Boston was very low, and urged the closing of as many public buildings as possible; and that the Mayor had suggested the closing of all the branch libraries for an indefinite period. The Librarian presented a statement showing that ten of the branches and reading rooms have a supply of coal to last until April and that three others have sufficient for a shorter period; that eight are supplied with heat by the landlords; and that branches and reading rooms in municipal buildings are now closed.

After consideration, it was

Voted, that the question of closing the branches and reading rooms be referred to the President and Librarian to consult with the Fuel Commissioners, and take such action as the exigencies of the situation require.

Dissolved:

Ellen Van Deery
 Clerk.

Consideration of
 fuel situation;
 closing of branches
 recommended

Question of closing
 referred to President
 and Librarian.

February 1, 1918

Friday, February 1, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly and Koney.

The President Mr. Koney in the chair.

The records of the regular meeting of January 25, and of the special meeting of January 28, 1918, were read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books and
supplies
purchases
authorized

Books, List No. 873

chargeable to city money to the amount of \$610.01

chargeable to trust funds income \$144.37

chargeable to Fellows Athenaeum \$25.06; also

Miscellaneous supplies for the Central Library and

branches \$155.47, for Binding \$1086.85, - total \$1245.32.

Claim against
George Baker Long

A statement of a claim against George Baker Long filed by the Smith-Green Company, amounting to seventy-one hundred and ninety-nine and $\frac{30}{100}$ dollars (\$2199.30) was referred to the Corporation Counsel.

West Roxbury Branch
regarding suspension
of service

A communication from Mr. Benjamin C. Lane, requesting that the West Roxbury Branch be opened if possible for a part of the day, during the temporary suspension of service at the branches, was referred to the Librarian for reply.

School Committee asked
to borrow coal
from E. S. Branch

A communication from the Business Agent of the School Committee, asking the Trustees to lend to the School Committee a small quantity of coal to help in keeping school buildings open during the present fuel crisis, was received and considered; and on motion of Mr. Carr, it was

Voted, that the Librarian be authorized to lend the School Committee five tons of coal from the East Boston Branch.

Coal to be transferred
to Central Library
from branches

The Librarian was directed to transfer ten tons of coal from the West End Branch to the Central Library; and such other amounts from other branches as may in his judgment be necessary to keep the Central Library open until the regular delivery of coal is again resumed.

February 1, 1918

Survey committee,
E. H. Anderson

acceptance of
invitation to serve on

Librarian's report

Margaret K. Murphy
Alice M. Barry
transfer

Ethel E. Knowles,

leave of absence
continued without
pay

Report on petition
that Warren Street
Reading Room be
made a branch

Story hour at
branches during closing
to be held in
settlement houses

Annual report considered
and again laid on
table.

Communications from Mr. E. H. Anderson accepting the invitation of the Trustees to be a member of a board of survey of the Library, and from Mr. Lewis Cass Selyard, President of the Trustees of the New York Public Library, approving of the same, were read and ordered placed on file.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that Margaret K. Murphy be transferred from the Registration to the Executive Department without change in pay; and Alice M. Barry from the Issue to the Registration Department with increase in pay from eight dollars (\$8) to nine dollars (\$9) per week, February 2.

In accordance with the vote of November 2, 1917, the Librarian reported that the leave of absence granted to Ethel E. Knowles of the East Boston Branch expired on February 1st; and he recommended that she be given a further leave of absence until May 1st, 1918, without pay. The recommendation was approved and adopted.

In accordance with the vote of January 25, the Librarian reported on the petition that the Warren Street Reading Room be made a branch, - that while the circulation and other activities justify such change, the Roslindale Reading Room also should be considered for such enlargement; and he recommended that on account of increased expense no action be taken in the matter at present; and it was

Voted, that the report and recommendation be laid upon the table for future consideration.

The Librarian reported that the closing of the branches would discontinue the story hour in certain districts, and stated that settlement houses in these districts had offered rooms for the purpose of continuing this service; and it was

Voted, that the question of accepting these offers be referred to the discretion of the Librarian.

The annual report was taken up and considered, and again laid upon the table, pending a meeting of the full Board.

Dissolved.

Nella Van Derg, Clerk.

February 8, 1918

Friday, February 8, 1918

The regular weekly meeting of the corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Coakley, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of February 1, 1918 was read and approved.

Circulars from
Mayor's office

Circulars No. 1, 2, and 3 from the Mayor were received and ordered placed on file.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books and supplies
purchase
authorized

Books, List No. 874

chargeable to city money to the amount of \$461.17

chargeable to trust funds income \$370.78; also

Miscellaneous supplies for the Central Library and branches \$580.75, for Bindery \$221.40 and for Printing Department \$1.70, total \$803.85.

Gift list laid over.

List No. 45 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was laid over for one week according to rule.

Communications
placed on file

The following communications were received, read and ordered placed on file: from the School Committee acknowledging indebtedness to the Trustees in authorizing the loan of five tons of coal from the East Boston Branch; and from Mr. George O. Carpenter, President of the Board of Directors of the St. Louis Public Library, acknowledging receipt of the invitation to Mr. Brothwick the Librarian to be a member of a proposed board of survey of this Library.

Claims against
George Baker Long

Claims against George Baker Long from the Wellington-Wild Coal Company for two hundred and forty-one and $\frac{75}{100}$ dollars (\$241.78), the Standard Plate Glass Company, Eighty-six and $\frac{75}{100}$ dollars (\$86.75), and Moulton & Holmes, Eighty-two and $\frac{02}{100}$ dollars (\$82.02), were referred to the Corporation Counsel.

Librarian's report.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Voted, that the undersigned incomes November 1, 1917 on

February 8, 1918

unrestricted trust funds, namely: Biddle, three hundred and four and $\frac{90}{100}$ dollars (\$304.90), Center, three thousand two hundred and ninety-three and $\frac{73}{100}$ dollars (\$3,293.73), Ford, five hundred and fifty-nine and $\frac{05}{100}$ dollars (\$559.05), and Skinner, four thousand eight hundred and seventy-nine and $\frac{22}{100}$ dollars (\$4,879.22), amounting to nine thousand and thirty-six and $\frac{90}{100}$ dollars (\$9,036.90) be appropriated for the payment of the balance due on stove fittings, lighting fixtures, wiring, etc. in the addition to the Central Library building.

Unrestricted trust
funds to be
applied towards
balance due on
fixtures, Addition

The Librarian was authorized to continue the allowance of twenty-five dollars (\$25) per week for the story hour for the Central Library and branches until further order.

Story hour
allowance for
continued

The Librarian reported that five money to the amount of six and $\frac{74}{100}$ dollars (\$6.74) was stolen from the Parker Hill Reading Room on January 20th before the Reading Room was opened, and recommended that as the Librarian of the Reading Room had observed all regulations for the guarding of the money, she be not held responsible for its loss. The recommendation was approved.

Parker Hill Reading
Room, theft of
money

Special privilege cards were granted to Sister Magdalen of the Order of St. Anne, and to the State Board of Charity.

Special privileges

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid and the President or Vice President authorized to sign the necessary requisition therefor:

Bills allowed and
ordered paid

Chargeable to the general appropriation amounting to fifteen thousand six hundred and eighty-five and $\frac{41}{100}$ dollars (\$15,685.41).

Chargeable to trust funds income amounting to four hundred and five and $\frac{23}{100}$ dollars (\$405.23).

The annual report was taken up, considered, amended and adopted; and ordered transmitted to His Honor the Mayor as required by the ordinance.

Annual report adopted

Voted, that the next meeting of the Corporation be on Wednesday, February 20, 1918, at 4 o'clock p.m.

Dissolved.

Lella Jean Deery
Librarian

February 20, 1918

Wednesday, February 20, 1918

The regular weekly meeting of the corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of February 8, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books and

Supplies

purchase

authorized

Books, List No. 875 and Special List

chargeable to city money to the amount of \$857.76,

chargeable to trust funds income \$532.08,

chargeable to Illinois Athenaeum \$25.44; also

Miscellaneous supplies for the Central Library and branches \$2339.55,

for Bindery \$603.75, and for Printing Department \$61.44, total

\$3,002.74.

Gift list approved

List No. 45 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was taken from the table and approved.

Communications

Communications from the School Voters' League, the School Committee, and the Mayor's office, in reference to the closing of the branch libraries, were received, read and ordered placed on file.

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian it was

Mary F. Kelley

to receive pay of

librarian while at

N. E. Branch, and

Ellen E. Cummings

promoted, and to

continue service at

Parker Hill R.R.

Fanny Goldstein transferred

to Bates Hall

Ordered, that the salary of Mary F. Kelley while acting librarian of the North End Branch, be at the rate of Twelve hundred dollars (\$1200) per year, dating from February 1, 1918.

Ordered, that Ellen E. Cummings be appointed to the position of second assistant at the South Boston Branch at Fourteen dollars (\$14) per week, to date from February 1, 1918, and that she continue for the present her service as acting librarian of the Parker Hill Reading Room.

Ordered, that Fanny Goldstein be temporarily transferred from the North End Branch to the Central Library Bates Hall Reference Department, without change in pay.

February 20, 1918

Employed:

Benjamin W. Grossman

Cornelius J. Callahan

Branch Department

extra service for

Ordered, that Benjamin W. Grossman be employed in the regular service, Bates Hall, and Cornelius J. Callahan in the regular service at the South End Branch, at Seven dollars (\$7) per week, each, beginning February 1, 1918.

The Librarian was authorized to employ temporary extra service in the Branch Department, at not exceeding Ten dollars (\$10) per week.

Special privilege cards were granted to Mary E. Pinney, D. C. & Mrs. B. Jackson, and Scovell, Wellington Thompson.

Special privileges

Voted, that there be allowed and paid to E. W.

Special draft

E. W. Sanger

Sanger, Washington, D. C. the sum of One hundred dollars (\$100), the same being payment in advance for Official War Photographs (Book List No. 872); and to the Library Bureau the sum of Four thousand two hundred and seventy-two and ¹⁰/₁₀₀ dollars (\$4,272.10) being the second payment on contract dated April 18, 1916, for stock fittings in the addition to the Central Library building, as per architect's certificate; and that the President or Vice President sign requests on the City Auditor for special drafts in favor of said payments, said amounts to be charged to trust funds income.

After informal discussion it was the opinion of the Board that favorable consideration would not be given at this time to applications from members of the Library staff for increase in salary, since the amount to be appropriated for salaries by the City Council for the current year is at present unknown, and in view of the contemplated Library survey.

No favorable con-

sideration can be given

to requests for salary

increases during current

year

Dissolved:

Lilla Jan Overy,
clerk.

March 1, 1918

Friday, March 1, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connelley, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of February 20, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books and

supplies

purchase

authorized

Gift list laid

over

Claims against

George Baker Long

Books, List No. 846: chargeable to city money to the amount of \$1215.88, to trust funds income \$235.67, and to Sellers (Attorney) \$68.28; also Miscellaneous supplies for the Central Library and branches, \$448.67, for Binder \$509.48, and for Printing Department \$15.20.

List No. 46 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was laid over for one week according to rule.

Notices of claims against George Baker Long filed by the American Lumber Prison Company amounting to One hundred and sixty-nine and $\frac{50}{100}$ dollars (\$169.50), Deuker & McRay One hundred and six and $\frac{31}{100}$ dollars (\$106.31), and Wadsworth, Howland & Company Twenty-one and $\frac{12}{100}$ dollars (\$21.12); also notice of a claim against the P. J. Sullivan Company, original contractors for the heating and ventilating plant filed by the Walworth Manufacturing Company amounting to Seven hundred and fifteen and $\frac{16}{100}$ dollars (\$715.16), were referred to the Corporation Council.

North End School

Centre, request to

use rooms in North

End Branch

Librarian's report

Addition, report from

Architect regarding

changes in heating

contract

A communication from the North End School Centre asking permission to use certain of the rooms in the North End Branch for their various activities, was read and referred to the Librarian with power.

The Librarian's report was read by him.

The Librarian submitted a report and recommendation from the Architect with reference to certain changes in the contract with J. J. Hurley & Company for the heating and ventilating system in the Addition to the Central Library building; which was

March 1, 1918

approved; and on recommendation of the Architect, it was

Voted, that the following changes be made in the contract with J. J. Hurley & Company dated March 13, 1917 for the heating and ventilating system in the Addition to the Central Library building, and that the President be authorized to sign the necessary orders for the same:

Items added:

Metal work for radiators on sixth floor	\$135.00
Change location of five radiators	78.00
Install fire box doors	75.65

Item deducted:

Omit radiators on the fourth & fifth floors	\$225.00
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Making total amount added to the contract price \$63.65.

The Librarian presented a communication from the Military Intelligence Office, Northeastern Department, dated February 19th, requesting names and addresses of all persons asking for books on explosives; and stated that request would be complied with.

A report of Mr. Robert W. Hill submitted by Mr. Francis C. Welch in the matter of the Mary Elizabeth Stewart estate in which the Library has an interest, was received and ordered placed on file.

The President presented a letter from the Mayor stating that the Fuel Commission had approved the re-opening of the branches and reading rooms; and the Librarian reported that this service had been resumed.

The Librarian was authorized to print for distribution, circulars announcing the forthcoming campaign for books for soldiers' and sailors' libraries.

Dissolved:

Willa Jean O'Leary
Clerk.

Military Intelligence

Office, to be informed

when people use books on

explosives

Mary E. Stewart

estate, letter

regarding

Fuel Committee

approves re-opening of

branches

Books for soldiers

and sailors

March 8, 1918

Friday, March 8, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Coakley, Connolly, Conway and
Mann.

The President Mr. Kenney in the chair.

The record of the meeting of March 1, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Tools and
Supplies
purchase
authorize

Books, List No. 577, chargeable to city money to the amount of \$912.66, to trust funds income, \$332.58, and to Illinois Athenaeum, \$6.35, also miscellaneous supplies for the Central Library and branches \$234.16, for Binding \$75.50 and for Printing Department 20 cents.

Gift list approved

List No. 46 of books required other than by purchase and recommended by the Librarian to be catalogued, was taken from the table and approved.

Claims against

George Baker Long

Claims against - George Baker Long filed by the Worcester Ornamental Iron Works for thirty-five hundred and sixty-seven dollars (\$3567), and by L. Somesbar & Sons, Inc. for two hundred and three dollars (\$203), were referred to the Corporation Counsel.

Arthur E. Boskovich

acknowledges receipt of
invitation to serve on
Survey Committee;
delay in coming

The President presented a letter from Mr. Arthur E. Dootnick, Librarian of the St. Louis Public Library acknowledging the invitation of the Trustees to be a member of a proposed ^{board of} survey of the Library, and stating that he is anxious to perform this service but will be unable to undertake it for at least two months; and on motion of Dr. Mann, it was

Voted, that Mr. Postwick be informed that in anticipation of securing his services the Trustees are willing to postpone the survey until he is able to take part in it, within a reasonable time.

Librarian's report

The Librarian's report was read by him.

March 8, 1918

Special privileges

Special privilege cards were granted to
Leon C. Handy and Frank W. Wright.

The following bills payable by draft on funds on deposit in London, having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to draw upon Messrs. Morgan, Grenfel & Company the necessary drafts therefor;

Bernard Quaritch	£ 52. 4. 0
Edward G. Allen Box, Ltd.	12. 14. 6
D. J. Stevens Brown	2. 12. 6
Dorson-Aine	£ 25. 00
J. Jerguen	Shs. 1613. 05

Dissolves _____

Dele Jan Day
black

March 15, 1918

Friday, March 15, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connelley, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of March 8, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 878, chargeable to city money to the amount of \$1269.02, to trust funds income \$136.19 and to Soldiers' Athenaeum \$73.67; also Miscellaneous supplies for the Central Library and branches \$2389.58, for Binding \$16 and for Printing Department \$1.80.

List No. 47 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was laid over for one week according to rule.

An additional claim of thirty-nine and $\frac{81}{100}$ dollars (\$39.81) filed by the Worcester Ornamental Iron Works against George Baker Long, was referred to the Corporation Counsel.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that George J. Ryan be employed as fireman at the Central Library at twenty-one dollars (\$21) per week, beginning March 18, in place of George W. Darby resigned.

The Librarian was authorized to increase the allowance for extra service at the Boylston Station Reading Room, from five and $\frac{52}{100}$ dollars (\$5.52) to seven dollars (\$7) per week.

The Librarian was authorized to renew the lease of the premises occupied by the Mt. Bowdoin Reading Room, for a period of two years at the present rental, sixty-five dollars (\$65) per month.

The Librarian's recommendation for increase in the allowance for rent at the Readville Reading Room was laid upon the table; and he was requested to confer with the Trustees of the property and report on the conditions and limitations of the Library's use of the premises.

Books and
Supplies
purchase
authorized

Gift list laid over.

Claim against

George Baker Long

Librarian's report

George J. Ryan

employed

George W. Darby

Mt. Bowdoin Reading
Room, lease renewed

Readville Reading
Room, increase in
rent.

March 15, 1918

Addition, report on
progress of work

Liberty Loan parade

Bills allowed and
ordered paid

A communication dated March 14th from Mr. Joseph McGinniss, architect, regarding progress on the work on the addition to the Central Library building, was read and ordered placed on file.

A communication from the Liberty Loan Committee of New England in reference to a proposed parade on April 6th, was laid upon the table.

The following bills having been approved by the Librarian and certified by the Auditor to be correct were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Chargeable to the general appropriation amounting to Sixteen thousand five hundred and forty-six and $\frac{47}{100}$ dollars (\$16,546.47)

Chargeable to trust funds income amounting to Six hundred and seventy and $\frac{40}{100}$ dollars (\$670.40).

Dissolved.

Attest: John Deery
Clerk.

March 22, 1918

Friday, March 22, 1918

Date for regular weekly meeting of the Corporation.

Present: Messrs. Connolly and Kenney.

There being no quorum, the meeting was adjourned to Friday, April 5, 1918 at 4 o'clock p.m.

Attest: J. W. Reay
Secy.

April 5, 1918

Friday, April 5, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The records of the regular meeting of March 15 and of the adjourned meeting of March 22, 1918, were read and approved.

On Friday, March 22, 1918, there being no quorum, the President and Father Connolly took the following action subject to confirmation by the Board at a later date:

Books and
supplies
purchase
authorized

"The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Book, List No. 899, chargeable to city money to the amount of \$1199.33, chargeable to trust funds income \$442.27, to Delaware Athenaeum \$10.85; also miscellaneous supplies for the Central Library and branches \$351.02, for Bindery \$371.41 and for Printing Department \$46.46.

Gift list approval

"List No. 47 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was taken from the table and approved.

Claims against
George Baker Long

"Claims against George Baker Long filed by the W. A. Shaw Iron Works, Inc. amounting to Twenty-nine and ²⁵/₁₀₀ dollars (\$29.25), and by the Harold L. Bond Company, amounting to One hundred and eighty-one and ²⁵/₁₀₀ dollars (\$181.25), were referred to the Corporation Counsel.

Henry F. Lynde
request

"A communication from Mr. Elbridge R. Anderson with reference to a request to the Library by the late Henry F. Lynde of a portrait of the Rev. Jedidiah Morse of Charlestown,

April 5, 1918

was laid upon the table.

"A communication from W. J. Gwynne & Company, the sub-contractor under George Baker Long contract, regarding the substitution of the Coburn Drrolley Road Company for furnishing metal doors etc. was referred to the Librarian to secure the approval of the Corporation Council on such action.

George Baker Long
sub-contractors

"A communication from the Master Plumbers Association regarding wages in the plumbing trade, was read and ordered placed on file.

Plumbing Trade,
wages

"Special privilege cards were granted to Rosa J. MacKinnon, Michael H. Sullivan, the Atlantic Corporation, Boston Music School Settlement, and the United Press Association."

Special privileges

Voted, that the action of the President and Father Connolly as read, be approved and confirmed.

Action of committee
approved

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 880, chargeable to city money to the amount of \$1416.78, to trust funds income \$396.73, and to Delaware Athenaeum \$39.64; also miscellaneous supplies for the Central Library and branches \$493.57, for Bindery \$105.32, and for Printing Department \$46.88.

Books and
supplies
purchase
authorized

List No. 48 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was laid over for one week according to rule.

Gift list laid over

Circulars No. 4, 5, and 6 from the Mayor's office were read and ordered placed on file.

Mayor's Circulars

The communication from Mr. Elbridge R. Anderson with reference to a request to the Library by the late Henry F. Lynde of a portrait of the Rev. Jedidiah Morse of Charlestown, was taken from the table and referred to the Librarian for examination and report as to the merits of the same.

Portrait of Rev.
Jedidiah H. Morse

The Librarian's report was read by him.

Librarian's report

On recommendation of the Librarian it was

Ordered, that Elizabeth M. Rosemond be transferred from the Children's to the Executive Department, Auditor's office, without present change in pay.

Elizabeth M. Rosemond
transfer

Ordered, that James Reay of the Printing De-

James Reay
leave of absence

April 5, 1918

James Reay

leave of absence

Readville Reading

Room, increase in

allowance for rent

Increase allowance

All-America Parade

Library closed

Patriot's Day, Library

to be closed

Branch library buildings

for use in connection

with war work

Brighton Branch,

cultivation of land

Special privileges

partment be allowed a leave of absence of sixteen and one-half days without loss of pay, to effect time taken on account of injury to his hand while in the performance of his duties.

The Librarian reported on the request of the Blue Hill Evangelical Society for increase in the allowance for rent of the premises occupied by the Readville Reading Room; and on this recommendation, it was

Voted, that this allowance be increased from twelve and 50/100 dollars (\$12.50) to fifteen dollars (\$15) per month, beginning February 1, 1918; and that the Librarian be requested to inform the Directors of the Society that the Trustees feel themselves entirely at liberty to discontinue the use of these premises at any time, if in their judgment a reading room in some other section would be more in the public interest.

The Librarian reported that he had directed the closing of the Library on Saturday, April 6, from 11 a.m. to 6 p.m. to enable employees to participate in the All-America Parade; and this action was approved and confirmed.

On recommendation of the Librarian, it was Ordered, that the Library be closed on Patriot's Day, April 19th.

The Librarian submitted requests for the use of branch library buildings for purposes connected with war service, namely: the lecture hall of the Jamaica Plain Branch for a play, and the basement of the Council Reading Room for a fair; and he was authorized to grant the same provided there is no law or city ordinance which forbids such use of city buildings.

The matter of the cultivation of the land at the Brighton Branch for the use of employees, was referred to the Librarian with power.

Special privilege cards were granted to Walter S. Coning, and Richard G. Dargen, publisher.

Disclosed:

Oella Jean Deery
clerk.

Friday, April 12, 1918

April 12, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly and Kenney.

The President, Mr. Kenney in the chair.

The record of the meeting of April 5, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 881, chargeable to city money to the amount of \$788.73, to trust funds income \$346.82, to Delaware Athenaeum \$30.75; also miscellaneous supplies for the Central Library and branches \$2,269.81, for Bindery \$71, and for Printing Department \$266.20.

List No. 48 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was taken from the table and approved.

A communication dated April 8th from Mr. Arthur E. Bostwick, accepting the invitation of the Trustees to be a member of the proposed survey of the Library, was read and ordered placed on file; and the President requested to acknowledge receipt of the same.

The Librarian's report was read by him.

On recommendation of the Librarian it was

Ordered, that John J. O'Brien of the Bindery be granted an additional vacation allowance of three days to effect time spent in military service.

The Librarian reported a gift to the Library from Mr. Joseph E. Widener of Philadelphia, of Volume III of the catalogue of the P. A. B. Widener Collection of Pictures; and it was

Voted, that the gift be accepted, and the President requested to make suitable acknowledgment therefor.

A special privilege card was granted to Dr. E. Marble.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President

Books and
supplies
purchase
authorized

Gift list approved

Arthur E. Bostwick
to serve on Survey
Committee

Librarian's report

John J. O'Brien
leave of absence

Joseph E. Widener
gift

Special privileges

Bills allowed and
ordered paid

April 12, 1918

Bills allowed
and ordered
paid

Authorized to sign the necessary requisitions therefor:

Chargeable to the general appropriation amounting to Twelve thousand three hundred and seventy-eight and $\frac{73}{100}$ dollars (\$12,378.73).

Chargeable to trust funds income amounting to Eight hundred and forty-seven and $\frac{84}{100}$ dollars (\$847.84).

Voted, that the next meeting of the Corporation be on Friday, April 26, 1918 at 4 o'clock p.m.

Dissolved:

Walter Jean Deery
Clerk.

April 26, 1918

Friday, April 26, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Knolly and Kamey.

The President Mr. Kamey in the chair.

The record of the meeting of April 12, 1918 was read and approved.

Circulars No. 8 and 9 from the Mayor's office were received and ordered placed on file.

Circulars, Mayor's
office

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 882, chargeable to city money to the amount of \$858.91, to trust funds income \$287.17, to Feltos's (Athletic) \$37.83, also Miscellaneous supplies for the Central Library and branches \$555.29, for Binding \$33.88 and for Printing Department \$1064.16.

Books and
supplies
purchase
authorized

List No. 49 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was laid over for one week according to rule.

List laid over

The Librarian's report was read by him.

Librarian's report

The Librarian reported that Mr. Carr and he had examined the portrait of the Rev. Jeddiah Morse, bequeathed to the Library by the late Henry J. Lynde, and on recommendation of Mr. Carr, it was

Rev. Jeddiah Morse
portrait accepted

Voted, to accept the portrait of the Rev. Jeddiah Morse, once pastor of the First Parish Church, Charlestown, under the conditions of the will of the late Henry J. Lynde.

A communication from the Secretary of the Blue Hill Evangelical Society stating that the Readville Reading Room will be kept open four nights a week as requested by the Trustees, was ordered placed on file.

Readville Reading
Room, hours of
opening

A communication from Mr. Joseph McGinnis, Architect, regarding progress on the completion of the work on the Addition to the Central Library building, was read and ordered placed on file.

Addition, letter
from Architect

On his recommendation the Librarian was authorized to provide a new set of doors for the main entrance at the North End Branch, at a cost of Thirty dollars (\$30.00).

North End Branch
new doors for

April 26, 1918

Otto A. Heiman to
carry over vacation
unused 1917

Special privileges

On recommendation of the Librarian, Otto A. Heiman was granted permission to carry over to 1918 vacation allowance, an unexpended balance of five days from 1917, which under the rules would lapse on May 1st next.

A special privilege card was granted to Fletcher K. Hager.

Discovered: Letter from Deery
Clerk.

May 3, 1918

Friday, May 3, 1918.

The regular weekly meeting of the corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of April 26, 1918 was read and approved.

The following communication was received and ordered placed on file:

City of Boston

Office of the City Clerk

City Hall.

May 1, 1918

Trustees of the Public Library:-

I hereby certify that

Samuel Carr

having been duly appointed as a Trustee of the Public Library for the term ending April 30, 1923, this day appeared and was sworn as such officer.

Attest.

(Signed) W. J. Doyle,

Assistant City Clerk.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 383, chargeable to city money to the amount of \$1075.09, to trust funds income \$362.24, to Fellows' Attainment \$26.93, also miscellaneous supplies for the Central Library and branches \$474.63, for Binding \$1204.95.

The Librarian was also authorized to purchase ten sets of the New International Encyclopedia, 2^d edition, 1916, at One hundred and five dollars (\$105) a set, to be placed in the East Boston, Hyde Park, Codman Square, North End, South End, and Uphams Corner branches, and the Roslindale, Mt. Bowdoin, Warren Street, and City Point Reading rooms; the question as to whether they shall be charged to city appropriation or trust

Samuel Carr
reappointed
trustee

Books and
supplies
purchase
authorized

New International
Encyclopedia
for certain branches

- May 3, 1918
- Gift list approved funds income, to be determined at a later date.
List No. 49 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was taken from the table and approved.
- Librarian's report
Anne M. Connell
to remain in service after marriage
The Librarian's report was read by him.
A request from Grace M. Connell, assistant at the Brighton Branch, to be allowed to retain her position for a time after her marriage, was referred to the Librarian for report.
- Roslindale Reading Room, removed to Municipal Building
A communication dated April 30, was received from the Superintendent of Public Buildings, announcing the completion of the Municipal Building at Roslindale, and stating that the quarters assigned to the Library are ready for occupancy under the same conditions existing in other Municipal buildings; and the matter of moving the Roslindale Reading Room to this building was referred to the Librarian with power.
- Fine remitted
On recommendation of the Librarian, a fine of One dollar $\frac{29}{100}$ against Rose Mathes for detention of Library books, was remitted.
- Arthur G. Webster, report
to borrow library books in connection with government work to be lent to Clark University on inter-library loan
A request was received from Professor Arthur G. Webster of Clark University for the loan for an indefinite period of "Lehrbuch der Biostatik" Volumes 1, 2, and 4, for use in connection with government work in which he is engaged; and on recommendation of the Librarian, it was
Voted, that these volumes be lent to Clark University Library on inter-library loan account, for such time as may be necessary, subject to recall in case they are needed here.
- Special privileges
Special privilege cards were granted to Gertrude H. Herrick and the Boston School of Sailing.

Disclosed:

Della Jean Deery
Clerk,

Monday, May 6, 1918
Date for annual meeting of the Corporation, at 4 o'clock p.m.
Present: Mr. Kinnery.
There being no quorum, the meeting was adjourned to Friday, May 10, 1918 at 4 o'clock p.m.
Della Jean Deery
Clerk,

Friday, May 10, 1918.
The adjourned annual meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.
Present: Messrs. Carr, Cookley, Connolly, Kinnery and Mann.
The President Mr. Kinnery in the chair.
The records of the annual meeting of May 11, 1917 and of the adjourned annual meeting of May 6, 1918, were read and approved.
The Corporation proceeded to the election of officers by via voce vote as follows:
First vote for clerk: Mr. Carr voted for Della Jean Deery, Mr. Cookley voted for Della Jean Deery, Father Connolly voted for Della Jean Deery, Mr. Kinnery voted for Della Jean Deery, and Mr. Mann voted for Della Jean Deery, who was declared elected clerk, and qualified for office by taking and subscribing the following oath:

I, Della Jean Deery, solemnly swear that I will well and faithfully perform all the duties incumbent upon me as Clerk of the Trustees of the Public Library of the City of Boston.

Della Jean Deery
Suffolk SS. Subscribed and sworn to this tenth day of May, A. D. 1918.

Before me Frank C. Blaisdell.
Notary Public.

May 6, 1918
Date for annual meeting.
No quorum

May 10, 1918
Annual meeting

Della Jean Deery
elected Clerk

May 10, 1918
Annual Meeting
William F. Kenney
elected President

Samuel L. Carr
elected Vice President

Friday, May 10, 1918
Regular meeting

Books and
Supplies
purchase
authorized

Gift list laid over

Claim against
George Baker Long

First vote for President: Mr. Carr voted for William F. Kenney, Mr. Cookley voted for William F. Kenney, Father Connolly voted for William F. Kenney, Mr. Kenney voted for Samuel Carr, Dr. Mann voted for William F. Kenney; and William F. Kenney was declared elected President.

First vote for Vice President: Mr. Carr voted for Alexander Mann, Mr. Cookley voted for Samuel Carr, Father Connolly voted for Samuel Carr, Mr. Kenney voted for Samuel Carr, Dr. Mann voted for Samuel Carr; and Samuel Carr was declared elected Vice President.

There being no further business the meeting was dissolved.

Willa Jean Deery
Clerk.

Friday, May 10, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4.15 o'clock p.m.

Present: Messrs. Carr, Cookley, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of May 3, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 884, chargeable to city money to the amount of \$876.21, to trust funds income \$186.73, to Fellowes' Attainment \$10.43, also miscellaneous supplies for the Central Library and branches, \$1905.98, for Binding \$22.50 and for Printing Department \$8.00.

List No. 50 of books acquired other than by purchase and recommended by the Librarian to be catalogued was laid over for one week according to rule.

Notice of a claim against George Baker Long filed by the Elevator Supply Company of Hoboken, N.J., amounting to nearly

nine and ⁸⁰/₁₀₀ dollars (\$79.80), was referred to the Corporation Council.

A communication from Mr. Jean P. Nickerson, regarding the establishment of a branch of the Library in the Mt. Hope - Forest Hills district, was referred to the Librarian for examination and report.

A communication forwarded from the Mayor's office, in reference to the residence of the Librarian, was read and ordered placed on file.

The Librarian's report was read by him.

On recommendation of the Librarian, it was Ordered, that the following grade increases in pay, and promotions, take effect May 31, 1918:

Executive Department

William D. A. Graham, \$10 to \$11 per week
Margaret K. Murphy, \$10 to \$11 per week
Elizabeth M. Roscoe, \$10 to \$12 per week

Catalogue and Shelf Department

Abraham Snyder, from Shelf to Catalogue Dept.
\$15 to \$16.25 per week
William H. McCarthy, Shelf Dept. \$13 to \$15 per week

Issue Department

Philip J. Corbett, \$7 to \$8 per week
Joseph G. Doyle, \$7 to \$8 per week
Mary V. Doyle, \$7.50 to \$8 per week
Eveline Piccolo, \$7.50 to \$8 per week
Ruth von Schoppe, \$7.50 to \$8 per week
Mary W. Hession, \$6.50 to \$7 per week
Edith von Schoppe, \$6 to \$7 per week
Anna A. Smith, \$6 to \$7 per week

Children's Department

Rose Griffin, from Children's Hill, \$8 to \$9 per week
Anna L. Manning, \$14.25 to \$15 per week
Elizabeth H. Medsker, \$11 to \$12 per week

Special Libraries

Edward J. Deane, \$8 to \$9 per week
Jennie C. Smithers, \$7 to \$8 per week
Esther Kesselman, \$6 to \$7 per week

Periodical Room

William E. Clegg, \$13.75 to \$14.50 per week
Jennette M. Shute, \$7.50 to \$8 per week

Registration Department

Alice M. Barry, \$9 to \$10 per week.

Newspaper Room

William A. McCarthy, \$10 to \$11 per week.

Branch Department

Helen M. Hilton, \$8 to \$9 per week

Branches and Reading Rooms

Henrietta D. Sampson, Charleston Branch, \$8 to \$9 per week
Annie J. Riley, Dorchester Branch, \$8 to \$9 per week
Annie E. Hendon, North End Branch, \$8 to \$9 per week
Helen S. Morrice, South Boston Branch, \$11 to \$12 per week
Cornelius J. Calahan, South End Branch, \$7 to \$8 per week
Eleanor M. Moore, West End Branch, \$8 to \$9 per week
Alice E. Daley, Allston Reading Room, \$8 to \$9 per week
Edith Gustafson, Warren Street Reading Room, \$8 to \$9 per week
Beatrice C. Maguire, Boylston St. Reading Room, \$13.25 to \$14 per week
Helen R. Nankin, Boylston St. Reading Room, \$8 to \$9 per week
Mary Golden, Andrew Square Reading Room, \$9 to \$10 per week.

Ordered, that the following persons be employed in the

May 10, 1918

Mt. Hope - Forest Hills
district, reporting
establishment of branch

Residence of Librarian

Librarian's report

Grade increases
allowed

May 10, 1918

Employed:
Vernice S. Hession
May R. Hutchinson
Alice M. Kernan
James P. Ring

Printing Department
request for increase in pay

Alice M. Connell
request to retain
position after marriage
granted

New International
Encyclopedia for
branches

Boston Society of
Architects, report
Special privileges

Bills allowed and
ordered paid

Librarian's annual
report, approved.

Regular service: Vernice S. Hession, May R. Hutchinson, and Alice M. Kernan, Issue Department, Six dollars (\$6) per week, each, and James P. Ring, Special Libraries, Seven dollars (\$7) per week.

A communication from the Boston Typographical Union regarding increase in pay to employees in the Printing Department, was referred to the Librarian for report.

The Librarian reported on the request of Grace M. Connell of the Brighton Branch to be allowed to retain her position for a time after her marriage; and on his recommendation, it was

Voted, that under the circumstances stated in her letter, and with the approval of the Librarian, she be continued in the service for the present.

On recommendation of the Librarian, it was

Ordered, that the ten sets of New International Encyclopedia authorized for purchase on May 3 for the branches, be charged to the Bates Fund.

A report and recommendation from a committee of the Boston Society of Architects in relation to the architectural collection of the Library, was laid upon the table.

Special privilege cards were granted to Rust Craft, Publishers, and to the Badger Young Engine Company.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Chargeable to the general appropriation amounting to Eight thousand three hundred and eighty-two and $\frac{27}{100}$ dollars (\$8,382.27)

Chargeable to trust fund income amounting to Two thousand and fifty-three and $\frac{62}{100}$ dollars (\$2,053.62).

The Librarian's report for the year ending January 31, 1918 was received and approved; and it was

Ordered, that twenty-five hundred copies, together with the report of the Trustees and the Examining Committee, be printed for distribution.

Voted, that the next meeting of the Corporation be on Friday, May 24, 1918 at 4 o'clock p.m.

Dissolved: Della Jan Deery, clerk.

Friday, May 24, 1918

May 24, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly and Conway.

The President Mr. Conway in the chair.

The record of the meeting of May 10, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following Books, ^{List No. 885} chargeable to city money to the amount of \$1092.86, to trust funds income \$140.56, to Fellows' Allowance \$48.90, also miscellaneous supplies for the Central Library and branches \$8.22, for Binding \$7.57 and for Printing Department \$124.90.

List No. 50 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was taken from the table and approved.

Notice of claims by the Perry Brick Company against George Baker Long for twenty-six dollars (\$26), and by the International Engineering Works against the P. J. Sullivan Company for three thousand five hundred and eighty-two dollars (\$3,582) and J. J. Hurley Company for four hundred and sixty-six and $\frac{90}{100}$ dollars (\$466.90), were referred to the Corporation Counsel.

The Librarian's report was read by him.

On recommendation of the Librarian it was

Ordered, that Nellie F. Riley of the Jamaica Plain Branch be granted a leave of absence of three months without loss of pay; and Rebecca E. Willis of the West Roxbury Branch a leave of absence of one month without loss of pay; on account of illness and in part compensation for long and faithful service.

On recommendation of the Librarian, the request of Josephine E. Conway of the Uphams Corner Branch, for a leave of absence without pay, from September 1, 1918 to July 1, 1919, was granted.

On recommendation of the Librarian, it was

Ordered, that the following increases in pay to employees in the Printing Department, be granted, to date from May 1, 1918: Emil Hofman, cylinder pressman, twenty-six to twenty-seven dollars (\$27)

Books and
supplies
purchase
authorized

Gift list approved

Claims against
George Baker Long
P. J. Sullivan Co.

Librarian's report

Nellie F. Riley
leave of absence

Josephine E. Conway
leave of absence
without pay

Printing Department
pay increased
Emil Hofman

May 24, 1918

George H. Farley,
Mary T. McBoyle
George Akor
James Reay
pay increase

Branches, Summer
hours

Denwick, George H. Farley, job pressman, twenty-one dollars (\$21) to twenty-two dollars (\$22) per week, Mary T. McBoyle, compositor, twenty-two and $\frac{54}{100}$ dollars (\$22.54) to twenty-three and $\frac{54}{100}$ (\$23.54) per week, George Akor and James Reay, linotype operators, twenty-five dollars (\$25) to twenty-six dollars (\$26) per week, each.

On recommendation of the Librarian, it was

Ordered, that the schedule of summer hours at the branches and reading rooms be as follows: from July 1 to September 15, all branches except the Codman Square, Hyde Park, North End and West End to be closed at 9 p.m. on Wednesdays and Saturdays and on other days at 6 p.m.; the North End Branch to be closed on Saturdays at 6 p.m. and on other days at 9 p.m.; the hours of the Codman Square and Hyde Park branches to be 2 to 9 p.m. daily; the Lower Mills and Mattapan reading rooms to be closed on Saturdays at 8 p.m. and on other days at 6 p.m.; all other reading rooms to be closed on Wednesdays at 6 p.m., on Saturdays at 9 p.m., and on other days at 8 p.m.; and the West End Branch to be closed daily at 9 p.m. from June 1 to Sept. 30.

The Librarian was authorized to lend to the Women's Municipal League for use at their reading room at North Brighton, and in accordance with their request, six bookcases belonging to the Library and now stored in the basement.

A request from the Rev. Ernest J. Donnan for a deposit of books at a summer camp in Maine, was referred to the Librarian for examination and report.

The Librarian reported a gift to the Library from Mr. Thomas Wren Ward of Jamaica Plain of a daguerreotype portrait of Joshua Bates, and it was

Voted, that the gift be accepted, and the President requested to convey to Mr. Ward the appreciation and thanks of the Board.

On recommendation of the Architect, it was

Voted, that the following change be made in the contract with the Library Bureau dated April 18, 1916, for stock fittings in the Addition to the Central Library building; and that the President or Vice President be authorized to sign the necessary orders for the same.

Addition, changes
in contract with
Library Bureau

May 24, 1918

But bookstacks to fit concrete floor standards.

One hundred and twenty-five dollars (\$125); this sum to be deducted from the contract with George Baker Long.

Voted, that there be allowed and paid to the Library Bureau the sum of Two thousand three hundred and three and $\frac{40}{100}$ dollars (\$2303.40), the same being the final payment on contract dated April 18, 1916 for stock fittings for the Addition to the Central Library building; and to J. J. Harney Company the sum of Six thousand eight hundred and fifty-eight and $\frac{90}{100}$ (\$6858.90), the same being final payment on contract dated March 13, 1917 for heating and ventilating system in the Addition to the Central Library building; and that the President or Vice President sign requests on the City Auditor for special drafts in favor of said payments, said amounts to be charged to trust funds income and the appropriation for Addition, Central Library building, respectively.

Voted, that there be allowed and paid to James Wilkinson Company the sum of One hundred and seventy-five dollars (\$175) the same being for wiring and lights in Printing and Bindery departments; to the Hub Wire Cloth and Wire Work Company the sum of One hundred and thirty-two dollars (\$132) the same being for building enclosure in shipping room; and that the President or Vice President sign requests on the City Auditor for special drafts in favor of said payments, said amounts to be charged to the general appropriation.

Special privilege cards were granted to Mary W. Chapin, William J. Doherty, Charles F. Stone, and the Engineering Department of the Boston & Albany Railroad.

Dissolved.

Vella Jean Reay
Clerk

Addition
Final payment on
contract with
Library Bureau, and
J. J. Harney, etc.

Special drafts

Special privilege
cards

May 31, 1918

Friday, May 31, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly and Kenney.

The President Mr. Kenney in the chair.

The record of the meeting of May 24, 1918 was read, amended and approved.

Books and
Supplies
purchase
authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 886, chargeable to city money to the amount of three hundred and twenty-five and $\frac{42}{100}$ dollars (\$325.42), to trust funds income One hundred and twenty-seven and $\frac{15}{100}$ dollars (\$127.15) and to Fellows' Attainment Thirty-three and $\frac{87}{100}$ dollars (\$33.87); also miscellaneous supplies for the Central Library and branches, Two hundred and fifty-seven and $\frac{11}{100}$ dollars (\$257.11) and for Binding Forty-five dollars (\$45).

Librarian's report

The Librarian's report was read by him.

Report on request for
branch at Mt. Hope,
Forest Hills

In accordance with the vote of May 10, the Librarian submitted a report on the request for the establishment of a branch of the Library in the Forest Hills and Mount Hope district; and it was

Voted, that the report be accepted and laid upon the table.

Deposit of books

The Librarian reported also on the request of the Rev. Ernest J. Danner for a deposit of books for a summer camp in Maine; and on his recommendation, it was

Voted, that the request be granted under the usual conditions.

Automatic writer feeder
for tank on boilers;
grills, locks, etc.
purchase authorized

The Librarian was authorized to purchase an automatic writer feeder for receiving tank on boilers, at a cost of forty dollars (\$40); four wire grills for windows in alleyway, new building, at a cost of seventeen dollars (\$17); and locks, latches and keys for doors on top floor between old and new buildings, at a cost of fifty-one and $\frac{25}{100}$ dollars (\$51.25).

Defects in pressure
tank, hydraulic
elevator.

A communication from the Building Commissioner regarding defects in pressure tank on hydraulic elevator, was referred to the Librarian for examination and report.

Dissolved.

Lella Jean Derry
clerk.

June 7, 1918

Friday, June 7, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of May 31, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 887, chargeable to city money to the amount of seven hundred and ninety-eight and $\frac{42}{100}$ dollars (\$798.42), to trust funds income Two hundred and ninety-eight and $\frac{90}{100}$ dollars (\$298.90) to Fellows' Attainment Seven and $\frac{75}{100}$ dollars (\$7.75); also miscellaneous supplies for the Central Library and branches Two thousand nine hundred and twenty-one and $\frac{70}{100}$ dollars (\$2,921.70), for Binding One hundred and two and $\frac{20}{100}$ dollars (\$102.20) and for Printing Department Sixty-seven and $\frac{50}{100}$ dollars (\$67.50).

List No. 51 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was approved.

The Librarian's report was read by him.

The Librarian reported that the Rockinade Reading Room was moved to the new Municipal Building, Washington corner of Ashland Street, and opened there for service to the public on May 10, 1918.

The resignation of Susan A. Maguire of the Issue Department, on account of her marriage, was received, together with an inquiry from her as to whether she may return to the service at a later date provided her husband is called for government service; and it was

Voted, that the resignation be accepted; and that Miss Maguire be informed that it is the sense of the Board that the question of her future employment must be left for future consideration.

The Librarian recommended the discontinuance of employees in the Sunday and Evening service holding outside business positions; and after consideration, it was

Books and
Supplies
purchase
authorized

Gift list approved

Rockinade Reading
Room, opened in
new quarters

Susan A. Maguire
resignation, wishes
to return to service

Sunday, Evening
service, employees
in business, to be
discontinued

June 7, 1918

S.F. Service, employees in
business to be dis-
continued.Report on defects
pressure tank on
elevatorEstimates for new one
to be secured

Elevator to be discontinued

Estimates on exterior
paintingProposal of James I.
Wingate & Son
acceptedSurvey Committee
expenses to be paid
from unrestricted trust fundsJ.J. Hurley & Co.
payment for
temporary heat
in Addition

And the Librarian requested to inform these employees that from October 1st next their services will be discontinued, it being the policy of the Trustees to give this extra work and compensation to employees of the Library who are competent and desire it.

In accordance with the vote of May 31, the Librarian reported in regard to the defects in the pressure tank on the hydraulic elevator, that the City Building Inspector states the tank is not in condition to be used; and after consideration, it was

Ordered, that the Librarian be authorized to proceed at once to secure estimates on the cost of installing a new pressure tank, it being understood that the verbal report of the Building Inspector will be followed by a written statement that this is necessary; and

Ordered, that the use of the hydraulic elevator be discontinued until the installation of the new tank is effected.

The Librarian submitted estimates of cost for exterior painting on the Central Library building, as follows:

James I. Wingate & Son	\$1012
William H. Jackson & Son	1125
Bates & Stevenson	1175
Robert D. Horett Co.	1584
Schupbach & Zeller	2480
Lewis J. Perry's Sons Co.	2787

And it was

Ordered, that the proposal of James I. Wingate & Son of Ten hundred and twelve dollars (\$1012) be accepted; and the Librarian authorized to execute a contract with them for this work.

Ordered, that the expenses of the Committee invited by the Trustees to make a survey of the Library be paid from the income of unrestricted trust funds.

In order to meet the requirements of the City Auditor, it was

Ordered, that the vote of January 11, 1918, authorizing payment of Thirty dollars (\$30) per week to J. J. Hurley & Company for temporarily heating the Addition to the Central Library building from January 7, 1918 until the heating plant is accepted by the Trustees, be rescinded; and

Ordered, that J. J. Hurley & Company be paid the sum

June 7, 1918

Addition
J. J. Hurley & Co.
payment for
temporary heat

of Thirty dollars (\$30) per week for heating the Addition to the Central Library building from January 7 to March 18, 1918, the same to be charged to the appropriation for Library Department, 1918-19; and

Ordered, that there be allowed and paid to J. J. Hurley and Company the sum of Three hundred and ninety-eight and $\frac{17}{100}$ dollars (\$398.17) the same being for labor and material for keeping temporary heat in the Addition to the Central Library building from January 7, 1918 to March 18, 1918, as per bills dated February 16, 1918, and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Library Department 1918-19.

Ordered, that J. J. Hurley & Company be paid the sum of Five hundred and twenty-two and $\frac{15}{100}$ dollars (\$522.15) the same being for labor and material for keeping temporary heat in the Addition to the Central Library building, from December 1, 1917 to January 7, 1918, and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment; said amount to be charged to the appropriation for Central Library Addition, and deducted from the balance due George Baker Long on his contract dated April 29, 1916.

Ordered, that there be allowed and paid to Joseph McGinniss the sum of Three hundred and forty-eight and $\frac{63}{100}$ dollars (\$348.63) the same being for architectural services in connection with the Library Bureau contract, as per bill dated May 29, 1918; and the sum of One hundred and ninety and $\frac{84}{100}$ dollars (\$190.84) the same being for architectural services in connection with the George Baker Long contract, as per bill dated May 29, 1918; and that the President or Vice President sign requests on the City Auditor for special drafts in favor of said payments, said amounts to be charged to the appropriation for Central Library Building Addition.

Ordered, that there be allowed and paid to the Harvard Brush Company the sum of Two hundred dollars (\$200) the same being for mop cloths as per bill dated March 30, 1918, and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the general appropriation.

Joseph McGinniss
payment for
servicesHarvard Brush Co.
Special draft

June 7, 1918

Bills, allowed and
ordered paid

Special privileges

Service changes

Employed:

Lisette Tuck

Edith Rich

Anna E. Tobin;

Resigned:

E. Belle Balthis

Marion Gill

Georgia Stewart

Mary H. Daly

promoted

The following bills having been approved by the Librarian and certified by the Auditor to be correct were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Chargeable to the general appropriation amounting to Eleven thousand three hundred and three and $\frac{28}{100}$ dollars (\$11,303.28).

Chargeable to Trust funds income amounting to One thousand six hundred and seventy-eight and $\frac{09}{100}$ dollars (\$1,678.09).

A special privilege card was granted to the Kenneth Hutchins Company.

The Librarian submitted various recommendations for service changes which were considered in part; and it was

Ordered, that the following persons be employed in the regular service: Lisette Tuck, Warren Street Reading Room, Ten dollars (\$10) per week beginning June 19, in place of E. Belle Balthis resigned; Anna E. Tobin, Mt. Pleasant Reading Room, Nine dollars (\$9) per week beginning June 21, in place of Marion Gill resigned; Edith Rich, Hyle Park Branch, Eight dollars (\$8) per week beginning June 21, in place of Georgia Stewart resigned.

Ordered, that Mary H. Daly, Special Librarian, be promoted to the place made vacant by the resignation of Blauvelt Hayes, with increase in pay from Eleven dollars (\$11) to Thirteen dollars (\$13) per week beginning June 28, 1918.

The Librarian's recommendations for increases in pay, were laid upon the table.

Dissolved:

Lilla Van Deem
clerk.

Friday, June 14, 1918

June 14, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of June 7, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 888, chargeable to city money to the amount of \$1279.62, to Trust funds income \$349.44, and to Fellowes Attenuum \$32.87; also Miscellaneous supplies for the Central Library and branches \$716.49, for Bindery \$550.10 and for Printing Department \$732.75, - total \$1980.34.

A communication from the Building Commissioner dated June 13, in relation to the installation of a new pressure tank for the hydraulic elevator, was read and ordered placed on file.

A request from Captain Joseph W. Barnes, Commanding Company M, 11th Regiment, Massachusetts State Guard, East Boston, for the use of the basement of the East Boston Branch for drill purposes, was received and considered, and it was

Voted, that the Librarian be authorized to grant the request; and if possible, to arrange the hours of drill so as not to interfere with the regular use of the Branch.

A complaint from Chester A. S. Fazekas of the Branch Department regarding his failure to secure a certain position in the Sunday and Evening service, was received and read; and after discussion, the action of the Librarian in this case as explained by him, was approved by the Board.

The Librarian's report was read by him.

The Librarian presented requests from Cora L. Stewart, Librarian of the Tyler Street Reading Room and Alice M. Robinson, Librarian of the West End Branch, for leave of absence during the summer in addition to vacation allowance, on account of ill-health; and after consideration, it was

Voted, that Miss Stewart be granted a leave of absence of one month without loss of pay, in addition to vacation allowance,

Books and
supplies,
purchase
authorized

Pressure tank for
elevator

Shk. Ward, F. B. B. B.
request use of basement
E. B. B.

Chester A. S. Fazekas
complaint

Librarian's report

Leave of absence
Cora L. Stewart
Alice M. Robinson

June 14, 1918	on account of illness and in part compensation for long and faithful service; and that the request of Miss Robinson be referred to the Librarian for further examination, after which, if approved by two members of the Board, she be granted a leave of absence of one month with half pay, in addition to vacation allowance, on account of illness and in part compensation for long and faithful service.
Attie M. Robinson leave of absence with half pay	
Frank H. Callahan request for leave of absence not granted	A request was received from Frank H. Callahan of the Bindery for a leave of absence of one week without loss of pay, in addition to vacation allowance, for the purpose of attending the Convention of International Brotherhood of Bookbinders in July; and after consideration, it was
John J. O'Brien request for permission to work part time, not granted	<p>Voted, that in the judgment of the Trustees it is inexpedient to grant the request.</p> <p>A request was received from John J. O'Brien of the Bindery for permission to work part time with part pay, in order to take up other outside work; and after consideration, and in accordance with the recommendation of the Chief of the Department; it was</p> <p>Voted, that the Trustees are of the opinion that the granting of the request would disorganize the service, and agree with the Chief of the Department in declining to grant the same.</p>
John A. DeVito offers larger quarters for Station 3	A communication from Mr. John A. DeVito dated May 31, offering for rent larger quarters for the use of the Orient Heights Reading Room, was received and read; and it was
Deposit	<p>Voted, that the Trustees do not desire at the present time to make any change in the location of this reading room.</p> <p>The Librarian was authorized to send a deposit of books to the Jewish Welfare League, 15 Florence Street, under the usual conditions.</p>
Addition, Architect recommends acceptance; Trustees decline to accept until contracts completed	<p>A communication was received from Mr. McGinniss, Architect, dated June 13, in relation to certain unfinished work on the Addition, and recommending that the Trustees accept the building and authorize the Librarian to forward the final certificate when all the items have been completed; and it was</p> <p>Voted, that the Librarian be requested to inform the Architect that the Trustees decline to accept the building until the contracts are completed.</p> <p>Voted, that there be allowed and paid to the Clerk</p>

Logue Building Company the sum of twenty-three hundred and twenty-seven and $\frac{61}{100}$ dollars (\$2327.61) the same being for work left unfinished by George Baker Long under his contract dated April 29, 1916; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Central Library, Addition, and deducted from the balance due George Baker Long on his contract dated April 29, 1916.

In accordance with the request of the Board the Librarian presented a proposed scheme of library service.

Special privilege cards were granted to Margaret R. Strickland, and the National Industrial Conference Board.

The Librarian was requested to represent the Library at the forthcoming Annual Conference of the American Library Association to be held at Saratoga July 1 to 6, 1918.

The Librarian was authorized to employ under Civil Service rules, when in his judgment it becomes necessary, an additional watchman, at twenty-four dollars (\$24) per week.

Voted, that the Librarian be authorized to contract for such labor and repairs as may be necessary during the summer months; and if necessary, to employ substitute service in the case of employees absent without pay, and vacancies in the service, within the limit fixed by the salary schedule for such service.

Voted, that until further action to the contrary, any two members of the Board be a committee with power to approve the lists of books and miscellaneous supplies submitted for purchase, and lists of books acquired other than by purchase and recommended by the Librarian to be catalogued; and that the President, Vice President, or any member of the Board, be authorized to sign payrolls, and bills entering into the August 1st, September 1st, and October 1st requisitions, and special drafts included therein and on outstanding contracts.

An application from Mary A. McDonald of the Issue Department for promotion to the Branch Department, was referred to the Librarian.

The Librarian's recommendations for increases in pay were taken from the table and further considered; after which

June 14, 1918	Special draft Charles Logue Bldg. Co.
Proposed scheme of library service	Special privileges
Librarian to represent Library at A. L. A. Conference	Additional watchman to be employed
Action during summer months by Librarian	Committee to act during summer months
Mary A. McDonald asks for promotion	

June 14, 1918

Increases in
pay

it was

Voted, that the recommendations be approved and adopted, and
Ordered, that the following increases in pay to conform to Trade Union
rates, take effect June 1, 1918:

Engineers and Janitor

Henry Kickeraner, chief engineer, \$24.25 to \$25 per week,
John P. Malone, 1st assistant engineer, \$27.50 to \$30 per week,
Nels J. Herlihy, 2nd assistant engineer, \$25 to \$28 per week, each,
George Zittel, 2nd assistant engineer, \$25 to \$28 per week, each,
Charles W. Karlsen, electrician, \$25 to \$28 per week,
Thomas J. Murphy and George J. Ryan, firemen, \$21 to \$24 per week, each,
Walter M. Leighton, watchman, \$21 to \$24 per week,
Charles M. Philbrick, watchman, \$2.50 to \$4 per week, (one night a week),
John A. Lawrence, carpenter, \$26 to \$30 per week,
Alexander D. McGee, printer, \$25 to \$30 per week,

Bindery Department

William P. Hemstedt, assistant foreman, \$24 to \$25 per week,
Edward A. Johnson and John J. O'Brien, finishers, \$24 to \$25 per week, each,
Frank H. Calahan, William Connell, Dan J. Drew, Maximilian D. Lichow, Ralph
E. Dore, John J. Griffin Jr., John J. Hemsworth, George Hoffman, John J. Murphy,
William A. Swan (substitute), John H. Watson, and William C. Wendell,
forwarders, \$24 to \$25 per week, each.

Ordered, that the following increases in pay take effect June 28, 1918:

Catalogue Department

Elizabeth G. Barry, \$16 to \$17 per week
Gather Lasser, \$16 to \$17 per week
Ethel M. Hyman, \$15 to \$16 per week
Mary L. Crosby, \$14 to \$15 per week
Mary S. Brinn, \$14 to \$15 per week
Walter E. Burke, \$14 to \$15 per week

Shelf Department

Katherine G. Perkins, \$16 to \$17 per week
Dorcas E. Richards, \$12.50 to \$13.50 per week
Anna G. Downum, \$12 to \$13.50 per week

Ordering Department

Harriet V. Mullory, \$12 to \$13 per week

Bates Hall Centre Desk

Rince B. Buckley, \$26.69 to \$28.75 per week
Katherine G. Sullivan, \$12.50 to \$13.50 per week
Dorcas E. D. Sullivan, \$12.50 to \$13.50 per week

Patent Room

Joseph A. Crowley, \$11 to \$12 per week

Special Libraries

Walter Rowlands, office acting custodian \$24 to \$26 per week
George S. Maynard, \$19.17 to \$21.09 per week
Annie G. Murphy, \$15 to \$16 per week
Margaret L. Cassidy, \$14.50 to \$15.50 per week

Registration Department

John J. Keegan, \$26.69 to \$28.75 per week
A. Francis Rogers, \$15 to \$17 per week
Joseph A. Maier, \$16 to \$17 per week
Alice Hodson, \$11 to \$12 per week
Catherine L. Kennedy, \$10 to \$11 per week

Issue Department

Mary A. Reynolds, \$15 to \$16 per week
Kora A. Ennis, \$13.75 to \$14.75 per week
Mary E. Hagerty, \$13.75 to \$14.75 per week
Mary E. Mulvaney, \$13 to \$14 per week
Julia R. Jang, \$12.50 to \$13.50 per week
Mary M. Burke, \$12 to \$13 per week
Bertrice Coleman, \$10 to \$11 per week
Josephine E. Day, \$10 to \$11 per week
Mary E. McElrath, \$10 to \$11 per week
Leona E. Shea, \$10 to \$11 per week

Periodical Room

Francis J. Hannigan, \$18.50 to \$20 per week

June 14, 1918

Increases in
payBranch Department

Maud M. Morse, \$15 to \$16 per week
Jessie L. Doherty, \$13.50 to \$14.50 per week
Margaret M. Keenan, \$12 to \$13 per week
Richard Crony, \$14 to \$15 per week

Brighton Branch

Ellen D. Conley, \$16 to \$17 per week
Grace M. Connell, \$14 to \$15 per week
Margaret V. Pomey, \$10 to \$11 per week

Charlestown Branch

Annie M. Donovan, \$16 to \$17 per week
Beatrice M. Langan, \$14 to \$15 per week
Alice D. Carroll, \$10 to \$11 per week

Cothman Square Branch

Ruth D. Sather, \$15.25 to \$16.25 per week
Isabel D. Sampson, \$14.50 to \$15.50 per week
Norma E. Bruce, \$10 to \$11 per week

Dorchester Branch

Margaret S. Barton, \$16 to \$17 per week
Elara L. Jones, \$14 to \$15 per week
Anna G. Lynch, \$10 to \$11 per week

East Boston Branch

Alice M. Wing, \$16 to \$17 per week
Louise D. Bell, \$14 to \$15 per week
William R. Dickford, \$12.50 to \$13.50 per week
Ethel E. Knowles, \$10 to \$11 per week
Elsie H. Cullington, \$10 to \$11 per week
Edith E. Lamo, \$10 to \$11 per week

Hyde Park Branch

Kellie A. Stone, \$16 to \$17 per week
Carrie C. Higgs, \$14 to \$15 per week
Gertrude E. M. Souffran, \$10 to \$11 per week

Jamaica Plain Branch

Kellie D. Riley, \$16 to \$17 per week
Alice B. O'Neill, \$14 to \$15 per week
Elizabeth M. Kelley, \$10 to \$11 per week

North End Branch

Fanny Goldstein, \$15.25 to \$16.25 per week
Gertrude Goldstein, \$12 to \$13 per week
Adeline Paramino, \$10 to \$11 per week

Roxbury Branch

Lake D. Albert, \$16 to \$17 per week
Martha L. C. Berry, \$14.50 to \$15.50 per week
Sarah W. Gips, \$12.50 to \$13.50 per week
Margaret A. Murphy, \$10 to \$11 per week
Katherine E. Walsh, \$10 to \$11 per week

South Boston Branch

Ellen A. Eaton, \$16 to \$17 per week
Ellen E. Cummings, \$14 to \$15 per week
Margaret G. Calahan, \$10 to \$11 per week
Anna E. Lynch, \$10 to \$11 per week

South End Branch

Alice M. Ethrick, \$16 to \$17 per week
Emma D. Lynch, \$14 to \$15 per week
Annie D. McQuinn, \$14.50 to \$15.50 per week
Ellen E. Madhane, \$10 to \$11 per week
John L. Maxwell, \$10 to \$11 per week

Uphams Corner Branch

Mary D. Conley, \$16 to \$17 per week
J. Gertrude Donney, \$12 to \$13 per week
Alice M. Nelson, \$10 to \$11 per week
Katherine D. McEthrick, \$10 to \$11 per week
Elsie L. Sullivan, \$10 to \$11 per week
Caroline Curtis, \$10 to \$11 per week

West End Branch

Geneva Watson, \$15 to \$17 per week
Rebecca Millmeister, \$14 to \$15 per week
Margaret G. Lippman, \$12.50 to \$13.50 per week
Mary E. Riley, \$12.50 to \$13.50 per week

West Roxbury Branch

Rebecca E. Willis, \$16 to \$17 per week
Mary G. Eves, \$14 to \$15 per week
William M. Needham, \$10 to \$11 per week

June 14, 1918

Increases in
payReading Rooms

Mary E. Hill, Lane Mills, \$12 to \$14 per week
 Grace L. Murray, Rockledge, \$16 to \$18 per week
 Jessie M. Plaid, Rockledge, \$10 to \$11 per week
 Emma E. Lawrence, Mattapan, \$12 to \$14 per week
 Mary M. Sullivan, Kipponset, \$14 to \$16 per week
 Isabel F. Wetherill, Mt. Bowdoin, \$14 to \$16 per week
 Elizabeth M. Karmachian, Mt. Bowdoin, \$10 to \$11 per week
 Mary E. Curley, Mt. Bowdoin, \$10 to \$11 per week
 Katherine S. Mullon, Allston, \$14 to \$16 per week
 Margaret H. Reid, Mt. Pleasant, \$14 to \$16 per week
 Cora E. Stewart, Tyler Street, \$16 to \$18 per week
 Florence M. Guthrie, Warren Street, \$16 to \$18 per week
 Katharine M. Dether, Roxbury Crossing, \$14 to \$16 per week
 Beatrice E. McGuire, Bay State Station, \$14 to \$16 per week
 Edith R. Nickerson, Andrew Square, \$14 to \$16 per week
 Edith D. Henderson, Orient Heights, \$14 to \$16 per week
 Alice L. Murphy, City Point, \$16 to \$18 per week
 Florence E. McWilliams, City Point, \$10 to \$11 per week
 Mary F. Kelley, Parker Hill, \$14 to \$16 per week, to be
 paid to Ellen E. Cummings, who is acting librarian
 Gertrude J. Griffin, Parker Hill, \$10 to \$11 per week
 Gertrude L. Connors, Jansville, \$14 to \$16 per week.

Joseph W. Ward

increase in pay

Ordered, that the pay of Joseph W. Ward of the Shelf
 Department be increased from \$17.50 to \$18.50 per week, beginning
 October 1, 1918, provided his work is satisfactory to the Librarian.

Voted, that the next regular meeting of the Corporation
 be on Friday, October 11, 1918 at 4 o'clock p.m.

Dissolved:

Lilla Van Doren
 clerk.

Friday, September 6, 1918

A special meeting of the Corporation called by order of the
 President for the purpose of accepting the new Addition to the Central
 Library building; and to receive proposals for the installation of a
 new heating plant for the Annex Reading Room, was held in the Trustees'
 room at 3 o'clock p.m.

Present: Messrs. Carr, Connolly and Kenney, and Mrs.
 McGinniss, Architect of the Addition.

The President Mr. Kenney in the chair.

On recommendation of the Architect, it was

Voted, that the following changes be made in the contract with
 George Baker Long for the Addition to the Central Library building dated
 April 26, 1916, subject to approval by the Corporation Council;
 and that the President sign the necessary orders therefor:

Items added:

Extra concrete work and foundations	\$207.03
Resurfacing old granite walls in shipping room	35.00
Ornamental iron work on 6th floor	807.95
Cork work on floor of 6th floor	361.62
Kalamien work	98.17
Painting	17.60
Gas work	23.10
Plumbing work	103.40
Extra on elevators	146.30
Increased hardware	600.00
Electrical work 6th floor	1843.87
Floor treatment	233.00
Drilling holes	25.00
Concrete runway at shipping room	35.00
	<u>\$4537.04</u>

Items omitted:

Omission of pump pit, pipes and connections	700.00
" " Copperwork on roof	175.00
" " Kalamien doors	25.00
" " 354 electric outlets	885.00
	<u>\$1785.00</u>

Amount of original contract	\$125,000.00
Amount added by this order	4,537.04
Amount deducted by this order	1,785.00
Amount of contract to date	<u>127,752.04</u>

The President read a letter from Mr. George A. Flynn,
 Assistant Corporation Counsel, dated August 22, in relation to
 the completion and acceptance of the Addition to the Central Library
 building; and on the statement of the Architect, Mr. McGinniss that the
 building is completed with the exception of a few minor details, for the
 expense of which he will withhold from the final payment a sum of
 Five hundred dollars (\$500) to cover the same, and assuring the Trustees
 that these matters will be attended to promptly; it was

September 6, 1918

Special Meeting

to accept

Addition to

Central Library

building; and

receive proposals

for installation of

heating plant, Annex.

Changes in contract
 of George Baker Long

Assistant Corporation

Counsel, in relation

to acceptance of
 building.

September 6, 1918

Addition accepted
with reservation of
sum to cover unfinished
items

Proposals for heating
plant, Pencil Reading
Room

Bid of Ingalls and
Kendrickson accepted.

Increases in Printing
and Binding
Department

Voted, that on the advice of the Assistant Corporation Counsel and in accordance with the recommendation of the Architect, the building be accepted, with the reservation of a sum amply sufficient to provide for the completion of all unfinished items to the satisfaction of the Librarian.

The following proposals for furnishing and installing a hot water heating plant for the Pencil Reading Room, were received and read:

Ingalls & Kendrickson	\$1,400
Berch & Kendrickson	1,420
J. W. Ziemer & Co.	1,496
J. P. Dwyer Co.	1,584
J. J. Hurley & Co.	1,593
Edmund T. Keefe	1,622
Pierce & Co.	1,634
Power, Heating & Ventilating Co.	1,652
William T. English Co.	1,679
Horty Furnace Co.	1,879

and it was

Voted, that the President be authorized to accept the proposal of Ingalls & Kendrickson for fourteen hundred dollars (\$1400) it being the lowest, subject to the approval of the Mayor.

On recommendation of the Librarian it was

Ordered, that the following increases in pay to employees in the Printing and Binding Departments, to conform to Trade Union scale, take effect at the dates named:

Printing Department

Leisel Hoffman, \$27 to \$28.50 per week beginning June 24, and \$28.50 to \$29 per week, beginning September 1;
George V. Akers and James Racy, \$26 to \$28.50 per week, each, beginning June 24, and \$28.50 to \$29 per week, each, beginning September 1;
Mary J. M. Doyle, \$23.54 to \$25.36 per week beginning June 24, and \$25.36 to \$25.81 per week, beginning September 1;
George H. Earley, \$22 to \$24 per week, beginning June 24, and \$24 to \$25.50 per week, beginning September 1.

Binding

John J. O'Brien, William P. Hamsholt, Frank H. Balsahan, William Connell, Ed J. Drew, Maxmilian L. Fickhorn, John J. Griffin, Jr., John J. Hunsworth, George Hoffner, Ralph E. Dore, John D. Murphy, William Dore, John D. Weston, and William A. Wendell, \$25 to \$27 per week, each, beginning September 1;
Shirley A. Matherson, \$16 to \$17 per week, Allen D. Potts, \$14 to \$16 per week; Anna Doiron, Alice M. Cheley, Augusta Amador, Mary L. Coffey, Ellen J. Connelahan, Catherine D. Donnelly, Jacobia Delton, Emma D. Dymn, Margaret J. Kelly, Mary J. McElaney, Alice M. Morris, Lucy E. Dore, Mary J. Murphy, Josephine C. O'Sullivan, Anna L. McDermott, \$12 to \$14 per week each, and Helise G. Kenney, \$10 to \$12 per week, beginning September 1, 1918.

September 6, 1918

Runners, registered

On recommendation of the Librarian it was
Voted, that boys and girls in the runner service, Central Library, regular and extra service, be rated alike, with a minimum pay of eight dollars (\$8) per week, and a maximum of ten dollars (\$10) per week, after one year's service, or in special cases within a shorter period on recommendation of the Librarian; and

Ordered, that beginning September 13, the following grade increases in pay be allowed: Edith von Schoppe, Bates Hall Reference; Marie J. Gross, Bates Hall Lecture; Jeannette M. Shutt, Periodical Room; Jennie C. Smithers, Esther Kesselman, and Edward J. Heam, Special Libraries; Mary V. McElaney, Ruth von Schoppe, Palmira Piccolo, Mary V. Doyle, Isobel Finkelman, and Annie D. Fuller, Issue Department; and Helen M. Hilton, Branch Department, to ten dollars (\$10) per week each; James P. Ring, Special Libraries; Veronica S. Hession, Mary R. Hutchinson and Alice M. Kernan, Issue Department, to eight dollars (\$8) per week, each.

The Librarian was requested to report to the Board at the next regular meeting, a plan for the possible curtailment of service in the Printing and Binding Departments.

Dissolved:

Lella Jean Dery
Clerk.

By order of the President, the meeting of the Corporation called for Friday, October 11, 1918, was postponed to Tuesday, October 15, 1918 at 9.30 o'clock a.m.

Lella Jean Dery
Clerk.

Grade increases in pay:

Edith von Schoppe
Marie J. Gross
Jeannette M. Shutt
Jennie C. Smithers
Esther Kesselman
Edward J. Heam
Mary V. McElaney
Ruth von Schoppe
Mary V. Doyle
Palmira Piccolo
Isobel Finkelman
Annie D. Fuller
Helen M. Hilton
James P. Ring
Veronica S. Hession
Mary R. Hutchinson
Alice M. Kernan

Binding & Printing Depts.
plan for possible
curtailment of
service.

October 15, 1918

Tuesday, October 15, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 7.30 o'clock a.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The records of the regular meeting of June 14 and of the special meeting of September 6, 1918, were read and approved.

Report of committee

authorized to act during summer

Books and supplies

purchase authorized

Gift list approved

Bills

August 1st, September 1st, and October 1st

Requisitions

Special drafts

Report approved

and adopted

The committee authorized on June 14, 1918 to act in behalf of the Board during the summer months, has consisted of Messrs. Carr, Kenney and Mann, and reports that the following purchases were authorized: Books, Lists No. 889 and 890; chargeable to city money to the amount of \$4251.18, to trust funds income \$389.10, and to Fellowes Athenaeum \$22.84; also miscellaneous supplies for the Central Library and branches \$14,313.69, for Bindery \$430.34, and for Printing Department \$523.27.

That a list dated August 7, 1918, of books acquired other than by purchase and recommended by the Librarian to be catalogued, was approved.

That bills were allowed and paid as follows:

August 1st requisition, chargeable to the general appropriation amounting to \$9,968.22, and to trust funds income \$1310.08;

September 1st requisition, chargeable to the general appropriation amounting to \$9,389.15, and to trust funds income \$639.00; and

October 1st requisition, chargeable to the general appropriation amounting to \$11,419.11, and to trust funds income \$208.33.

Also, that the following special drafts were signed:

On June 24, to the Oliver Typewriter Company for the sum of \$264.60 for six typewriters for branches, chargeable to the general appropriation; and on July 22, Mr. Joseph McGinniss, Architect, for the sum of \$1450 for supervision on addition to the Central Library building, chargeable to the appropriation for Central Library building addition.

(Signed)

William D. Kenney
Samuel Carr
Alexander Mann

Committee.

On motion of Father Connolly, it was

Voted, that the report be accepted and the action of the committee

October 15, 1918

Books and

supplies

purchase

authorized

Anthracite coal

desired

Mayor's circulars

Richard Black Sewall

bequest of \$25,000

"Richard Black Sewall Fund"

Survey Committee

Report received

and acknowledged

approved and conformed.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 891, chargeable to city money to the amount of \$1713.08, to trust funds income and to Fellowes Athenaeum \$34.84; Periodicals, a quantity \$699.52, \$243.76, and to Fellowes Athenaeum \$200.99; also Miscellaneous supplies for the Central Library and branches \$2667.94, for Bindery \$1443.01 and for Printing Department \$28.13.

On motion of Dr. Mann, it was

Voted, that the Librarian be requested to inform the Supply Department of the City that it is the sense of the Board that the Central Library should be allowed to return to its former use of anthracite coal exclusively, as soon as possible.

Circulars No. 11 and 14 from the Mayor's office were received, read and ordered placed on file.

The President presented from the Boston Safe Deposit and Trust Company, Executor, a check for Twenty-five Thousand dollars (\$25,000) a bequest to the Library from Richard Black Sewall, late of Boston under the Tenth clause of his will, to be added to the permanent funds of the Library and the income to be used for the purchase of books; and it was

Voted, that the bequest be funded as the "Richard Black Sewall Fund"; the income to be applied to the purchase of books; and Voted, that the check be transmitted to the City Treasurer with direction to cause it to be invested, and the income applied to the purchase of books under the name of the "Richard Black Sewall Fund."

The report of the committee appointed by the Trustees to make a survey of the Library was received; and on motion of Dr. Mann, it was

Voted, that the President be requested to acknowledge the receipt by the Trustees of this report.

A letter from the Mayor dated September 24, enclosing a petition from a committee of employees in the Evening and Sunday service who were discontinued on October 1st, was received and read; and after consideration it was

Voted, that the President be requested to embody in

October 15, 1918
Sunday and Evening
Service, discontinue
of persons in outside
business

a reply to the Mayor a copy of the Librarian's letter of June 18, to these employees, and to add that the reasons which actuated the Trustees to take the action therein stated still hold; and furthermore that the Librarian states there is no shortage of help from the regular staff for supplying places in the Sunday and Evening service.

The Librarian recommended certain transfers in budget items, and it was

Transfers, budget
items

May L. Hutchinson
deceased; amount
due for service

Ordered, that the Mayor be requested to approve these transfers, as follows: from C 10 to B 1, \$200; from C 7 to B 5, \$1,350; from C 10 to B 7, \$398.17; from B 8 to B 10, \$2,080; from E 1 to B 35, \$7; from C 7 to B 36, \$17.50; from C 7 to C 17, \$200; from B 2 to D 5, \$25; from C 7 to D 8, \$200; and from C 10 to E 13, \$2,200.

The Librarian reported that May L. Hutchinson, an employee in the Issue Department, died on September 27th, and at the time of her death there was due her for services the sum of twelve dollars (\$12); and it was

Ordered, that the City Treasurer be authorized to pay to Owen G. Hutchinson, father of May L. Hutchinson, deceased, an employee in the Issue Department, the sum of twelve dollars (\$12) for services rendered by her for the period September 6 to 19, 1918.

On recommendation of the Librarian, it was

Mary F. Curley
acting Librarian
Upham's Corner Branch

Ordered, that Mary F. Curley, first assistant at the Upham's Corner Branch be appointed acting Librarian during the absence of Miss Kenney the Librarian, at a salary at the rate of Twelve hundred dollars (\$1200) a year, beginning October 11, 1918.

The Librarian recommended the temporary employment of Frank A. Bourne as custodian of the Special Libraries in connection with the rearrangement of the collections in that department, and after consideration, on motion of Dr. Mann, it was

Frank A. Bourne
employed

Ordered, that Frank A. Bourne be employed as custodian of the Special Libraries for a period of one year beginning October 18, 1918, at a salary of Two thousand dollars (\$2000) a year.

Special privileges

Special privilege cards were granted to the Boston Sunday Advertiser-American, Frederick W. Burrows, Children's Art Centre, Commonwealth Engineering Company, David H. Horie, Agnes Morris, Penn Mutual Life Insurance Company, E. K. Rand,

Smith & Parker Press, Inc., George J. Ironholm, Longfellow-Walker Company, Director of Storage & Traffic of War Department, Joseph J. Weber, Dr. William C. Woodward, and Zion's Herald.

October 15, 1918
Special privileges

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Chargeable to the general appropriation amounting to Ten thousand and ninety-two and $\frac{47}{100}$ dollars (\$10,092.47).

Chargeable to trust funds income amounting to Three hundred and twenty-one and $\frac{34}{100}$ dollars (\$321.34).

The Librarian presented a schedule of proposed salary increases which he recommended to take effect October 18, 1918, which was considered in part and laid upon the table.

Ordered, that this meeting adjourn to Thursday, October 17, 1918, at 5.15 o'clock p.m.

Adjourned:

Alex. J. Deery
Clerk.

Proposed salary
increases

October 17, 1918

Thursday, October 17, 1918

An adjourned meeting of the Corporation was held in the Trustees' room at 5.15 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The Librarian's recommendations for increase in salaries was taken up and considered; after which, on motion of Mr. Carr, it was

Voted, that the salary increases recommended by the Librarian in accordance with the schedule submitted to the Board on October 15, be approved and adopted; and

Increase in pay.

Ordered, that the following increases in pay take effect

October 18, 1918:

Executive Department

Otto Fleischman, \$3412 to \$3700 per year
 Della J. Anderson, \$1100 to \$1250 " "
 Marion H. Stunnenberg, \$17.50 week to \$1100. " "
 William D. Graham, \$11. to \$13. per week
 Margaret K. Murphy, \$11. to \$12. per week
 Adelaide E. Nichols, \$1484. to \$2000. per year
 Mary C. E. Langan, \$1000. to \$1150. " "
 Elizabeth M. Rosenthal, \$12. to \$13.50 per week
 Timothy J. Mackin, \$1075. to \$1150 per year

Catalogue Department

Samuel A. Chevalier, \$2625. to \$2750. per year
 Lindsay Swift, \$1911. to \$2000. " "
 Phil Munkel, \$1575. to \$1600. " "
 William M. Arnold, \$1575. to \$1600. " "
 Lucien E. Dwyer, \$1172. to \$1250. " "
 Mary A. Denney, \$1172. to \$1200. " "
 Michael McElrath, \$1075. to \$1100. " "
 E. Carolyn Milled, \$14.17 to \$20. per week
 M. Theresa Campbell, \$17. to \$18. " "
 Elsie W. Coolidge, \$17. to \$18. " "
 Dora L. Cutler, \$17. to \$18. " "
 Ida W. Gould, \$17. to \$18. " "
 Esther Lissner, \$17. to \$18. " "
 Elizabeth G. Barry, \$17. to \$18. " "
 Ethel M. Hayward, \$16. to \$17. " "
 Mary J. Crook, \$15. to \$16. " "
 Philip E. Jorke, \$15. to \$16. " "
 Mary E. Prim, \$15. to \$16. " "
 J. Francis Brennan, \$20. to \$21. " "
 Edwin D. Rice, \$20. to \$21. " "
 Abraham Snyder, \$16.25 to \$17.25. "

Shelf Department

William G. J. Roff, \$1417. to \$1500 per year
 George H. Connor, \$20. to \$21. per week
 John H. Pearson, \$20. to \$21. " "
 Joseph W. Ward, \$18.50 to \$19.50 " "
 James D. Sullivan, \$17. to \$18. " "
 William H. McElrath, \$15. to \$17. " "
 Katherine J. Graham, \$17. to \$18. " "
 Florence D. Richards, \$13.50 to \$14.50 " "
 Anna G. Doonan, \$13.50 to \$14.50. "

October 17, 1918

Increase in
 pay.

Ordering Department

Theodosia T. Maunley, \$1684 to \$2000 per year
 Emily O. Grindorff, \$1100 to \$1200 " "
 William C. Maier, \$1075. to \$1150 " "
 Helen G. Cushing, \$19.17 to \$21 per week
 Margaret D. Eccles, \$17. to \$18. " "
 Nellie L. Gurniff, \$17. to \$18. " "
 Christine Hayes, \$17. to \$18. " "
 Harriet V. Muller, \$13. to \$14. " "

Bates Hall Reference

Frank H. Chase, \$2625 to \$2750 per year
 Agnes E. Doyle, \$1100 to \$1250 " "
 Michael J. Conroy, \$20. per week to \$1150. " "
 Fanny Goldstein, \$16.25 to \$17.25 per week

Bates Hall Lecture

Pierce E. Buckley, \$1500 to \$1600 per year
 William J. Mullorey, \$20. per week to \$1150 per year
 Katherine G. Sullivan, \$13.50 to \$14.50 per week
 Florence E. D. Sullivan, \$13.50 to \$14.50 " "

Newspaper Room

Frederic Seret, \$17.50 per week to \$1150 per year
 William C. McElrath, \$11 to \$12 per week

Patent Room

William J. Ennis, \$17.50 per week to \$1150 per year

Periodical Room

Francis J. Hannigan, \$20 per week to \$1200 per year
 William E. Hagg, \$14.50 to \$15.50 per week

Statistical Department

Horace L. Wheeler, \$1100 to \$1250 per year
 Morris J. Rosenberg, \$17 to \$19 per week

Special Libraries

George S. Maynard, \$1100 to \$1200 per year
 Walter G. Dwyer, \$20 week to \$1150 per year
 Barbara Duncan, \$19 per week to \$1050 per year
 for all work, regular and extra
 Annie G. Murphy, \$16 to \$17 per week
 Margaret D. Cassidy, \$15.50 to \$16.50 per week
 Mary H. Daly, \$13 to \$14 per week

Registration Department

John J. Keegan, \$1500 to \$1600 per year
 A. Frances Rogers, \$17 to \$18 per week
 Joseph A. Miller, \$17 to \$18 per week
 Elsie M. Holden, \$12. to \$13 per week
 Catherine J. Kennedy, \$11 to \$12 per week
 Alice M. Barry, \$10.5 to \$12 per week

Issue Department

Frank E. Clairville, \$184 to \$1800 per year
 Mary E. Sheridan, \$1100 to \$1200 " "
 Mary A. Reynolds, \$16 to \$17 per week
 Flora A. Ennis, \$14.75 to \$15.75. " "
 Mary E. Mulvaney, \$14 to \$15. " "
 Julia R. Zang, \$13.50 to \$14.50 " "
 Mary M. Burke, \$13 to \$14 " "
 Beatrice Coleman, \$11 to \$12 " "
 Josephine A. Day, \$11 to \$12 " "
 Mary A. McDowell, \$11 to \$12 " "
 Leandra E. Shea, \$11 to \$12 " "

Children's Department

Alice M. Jordan, \$1200 to \$1500 per year
 Mary E. Day, \$900 to \$1000 " "
 Anna E. Manning, \$15 to \$16 per week
 Elizabeth H. McKee, \$12 to \$13 " "

October 17, 1918

Increases in

pay

Printing Department

Francis Watts Lee, \$42 per week to \$23.50 per year.

Printery Department

James W. Kenney, \$25.00 to \$26.50 per year

Engineer and Janitor Department

John Nickerson, \$35 per week to \$19.00 per year

John S. Williams, \$19.00 to \$21 per week

Mary D. Miller, \$17 to \$18 per week

Branch Department

Langdon L. Ward, \$26.25 to \$27.50 per year

Alice V. Stevens, \$11.00 to \$12.50 per year

Marion A. McAnulty, \$17 to \$18.50 per week

Robert D. Dwyer, \$17 to \$18.50 " "

Eugene A. Dwyer, \$17 to \$18.50 " "

Frederic C. Knapp, \$17 to \$18 " "

Maud M. Morse, \$16 to \$17 " "

Jessie L. Dwyer, \$14.50 to \$15.50 " "

Margaret McKeenan, \$13 to \$14 " "

Otho A. Keenan, \$20 to \$21.50 " "

Richard Brown, \$15 to \$16 " "

Brighton Branch

Marion W. Brackett, \$11.00 to \$12.00 per year

Ellen J. Conley, \$17 to \$18 per week

Grace E. McGowan, \$15 to \$16 " "

Margaret V. Roney, \$11 to \$12 " "

Thomas J. O'Neil, \$21 to \$22. " "

Charlestown Branch

Katherine S. Pagan, \$12.00 to \$12.50 per year

Annie M. Donovan, \$17 to \$18 per week

Beatrice M. Langan, \$15 to \$16 " "

Henrietta J. Temple, \$9 to \$11 " "

Louis H. Madore, \$21 to \$22 " "

Codman Square Branch

Elizabeth P. Ross, \$11.00 to \$12.00 per year

Ruth O. Luther, \$16.25 to \$17.25 per week

Melba J. Simpson, \$15.50 to \$16.50 " "

Dorchester Branch

Elizabeth J. MacL, \$11.00 to \$12.00 per year

Margaret S. Canton, \$17 to \$18 per week

Clara L. Jones, \$15 to \$16 per week

Anna C. Lynch, \$11 to \$12 " "

Annie J. Riley, \$9 to \$11 " "

William A. Kelley, \$9 to \$11 " "

East Boston Branch

Laura M. Cross, \$12.00 to \$12.50 per year

Alice M. King, \$17 to \$18 per week

Louise B. Bell, \$15 to \$16 " "

William A. Dickford, \$13.50 to \$14.50 per week

Ethel E. Knolls, \$11 to \$12 per week

Elric A. Bullington, \$11 to \$12 " "

Edith G. Dwyer, \$11 to \$12 " "

Esmeralda J. Matthews, \$21 to \$22 " "

Hyle Park Branch

Elizabeth Ainsworth, \$11.00 to \$12.00 per year

Nellie Q. Stone, \$17 to \$18 per week

Egonia C. Dwyer, \$15 to \$16 " "

Gertrude E. M. Dwyer, \$11 to \$12 " "

Edith Rich, \$8 to \$10 per week

John A. Brown, \$21 to \$22 " "

Jamaica Plain Branch

Mary P. Swain, \$11.00 to \$12.00 per year

Nellie J. Riley, \$17 to \$18 per week

Alice D. O'Connell, \$15 to \$16 " "

Elizabeth M. Kelly, \$11 to \$12 " "

October 17, 1918

Increases in pay

North End Branch

Edith Quenier, absent on leave, \$12.00 to \$13.50 per year

Mary J. Kelley, while acting librarian, \$12.00 to \$13.50 per year

Annie Goldstein (see Baker Hall)

Gertrude Goldstein, \$13 to \$14 per week

Edeline Karamian, \$11 to \$12 per week

Annie L. Heiman, \$9 to \$11 " "

Robert A. Powers, \$21 to \$22 " "

North End Branch

Ellen M. Bell, \$11.00 to \$12.00 per year

Katie J. Albert, \$17 to \$18 per week

Martha L. C. Berry, \$15.50 to \$16.50 per week

Sarah W. Grogg, \$13.50 to \$14.50 per week

Margaret A. Murphy, \$11 to \$12 per week

William D. Mudgett, \$17.75 to \$19.75 " "

South Boston Branch

M. Florence Cufflin, \$12.00 to \$12.50 per year

Ellen A. Eaton, \$17 to \$18 per week

Margaret A. Calvan, \$11 to \$12 per week

Annie C. Lynch, \$11 to \$12 per week

Mary A. Albery, \$13 to \$15 " "

South End Branch

Margaret A. Sheridan, \$12.00 to \$12.50 per year

Alice McEithrick, \$17 to \$18 per week

Emma J. Lynch, \$15 to \$16 " "

Amelia J. McQuinn, \$15.50 to \$16.50 " "

Jesse C. McShane, \$11 to \$12 " "

Clara L. Maxwell, \$11 to \$12 " "

Cornelius J. Callahan, \$8 to \$10 " "

John J. Van Tassel, \$21 to \$22 " "

Uphams Corner Branch

Josephine E. Kenney, \$12.00 to \$12.50 per year

Mary J. Conley, \$17 to \$18 per week (\$12.00 while acting librarian)

J. Gertrude Conley, \$13 to \$14 per week

Olive M. Neilson, \$11 to \$12 " "

Katherine J. McEithrick, \$11 to \$12 " "

Ida L. Sullivan, \$11 to \$12 " "

Caroline Curtis, \$11 to \$12 " "

West End Branch

Alice M. Robinson, \$12.00 to \$12.50 per year

George W. Forbes, \$10.00 to \$10.50 per year

Geneva Watson, \$17 to \$18 per week

Rebecca Millmeider, \$15 to \$16 " "

Mary E. Riley, \$13.50 to \$14.50 " "

Margaret C. Dwyer, \$13.50 to \$14.50 " "

Eleanor M. Moore, \$9 to \$11 per week

Daniel J. Sullivan, \$19.25 to \$21.25 " "

West Roxbury Branch

Carrie J. Morse, \$11.00 to \$12.00 per year

Rebecca E. Willis, \$17 to \$18 per week

Mary E. Enos, \$15 to \$16 " "

William H. Keckham, \$11 to \$12 " "

Edward Schwartz, \$9 to \$11 " "

Reading Room

Mary A. Hill, Station A, \$14 to \$15 per week

Grace L. Murray, Station D, \$18 to \$19 " "

Jessie M. Plaisted, " " \$11 to \$12 " "

Emma C. Capwell, Station I, \$14 to \$15 " "

Mary M. Sullivan, Station E, \$16 to \$17 " "

Isabel E. Wetherell, Station F, \$16 to \$17 " "

Elizabeth M. Tomashan, Station J, \$11 to \$12 " "

Katherine J. Muldon, Station G, \$16 to \$17 " "

Alice C. Riley, Station H, \$9 to \$11 " "

Margaret H. Reid, Station K, \$16 to \$17 " "

Anna E. Dobin, Station M, \$9 to \$11 " "

Lora L. Stewart, Station P, \$18 to \$19 " "

Louise M. Callhome, Station R, \$18 to \$19 " "

Edith Lusk, Station Q, \$10 to \$12 " "

Edith Gustafson, Station R, \$9 to \$11 " "

October 17, 1918

Increases in pay

Reading Rooms, continued

Kathleen M. Sather, Station 5, \$16 to \$17 per week
 Gertrude E. Maguire, Station 2, \$16 to \$17 " "
 Helen R. Needham, Station 2, \$9 to \$11 " "
 Edith R. Nickerson, Station 4, \$16 to \$17 " "
 Mary Golden, Station 4, \$10 to \$12 " "
 Edith J. Paulston, Station 5, \$14 to \$17 " "
 Alice J. Murphy, Station 23, \$18 to \$19 " "
 Florence E. McManus, Station 23, \$11 to \$12 " "
 Mary F. Kelley, Station 24, \$16 to \$17 " " (Now at No. End B.)
 Gertrude S. Griffin, Station 24, \$11 to \$12 " "
 Gertrude S. Conwell, Station 25, \$16 to \$17 " "

Reduction of
expenses

The Librarian presents a preliminary report regarding reduction of Library expenses, which was read and considered, and it was

Voted, that the Trustees recognizing general financial conditions and especially the financial conditions of the city, request the Librarian to make from time to time such recommendations to the Board in the interest of economy as will not in his judgment affect the efficiency of the Library.

Edith Guernier
 gift of bulletins,
 leaflets and book
 of photographs

A letter was received from Miss Edith Guernier, Librarian of the North End Branch, with reference to her work for the United States Food Administration, together with a copy of her annual report, a set of bulletins and leaflets, and a book of photographs of pictures painted for the Government Exhibit; and it was

Voted, that the Trustees accept with pleasure Miss Guernier's gift and assure her of their appreciation of the same, and their interest in the work she is doing.

Voted, that the next meeting of the Corporation be on Friday, October 25, 1918, at 4 o'clock p.m.

Dissolved.

Della Jean Deery
 Clerk.

Friday, October 25, 1918

October 25, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connelly and Mann.

The Vice President Mr. Carr in the chair.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, Dist No. 892, chargeable to city money to the amount of \$2,006.08, to trust funds income \$391.42 and to Fellows Athenaeum \$98.41; also miscellaneous supplies for the Central Library and branches \$6,152.88, for Bindery \$559.34 and for Printing Department \$52.15.

Books and
 supplies, purchase
 authorized

An order of the City Council authorizing the transfers in appropriation items requested by the Trustees on October 15th was received and ordered placed on file.

Transfers, budget
 items

The Librarian was authorized to arrange for the opening of certain branches and reading rooms on Sundays during the winter, a schedule of hours and allowance for service to be presented by him at the next meeting.

Special privilege cards were granted to the Bay State Street Railway Company, Antoinette Gurney, Edward A. Hare, and Charles Zueblin.

Special privileges

On receipt of a statement from Mr. Fleischner the Assistant Librarian that in view of the recent increase in his salary granted by the Trustees he declines to receive further remuneration for his services in connection with the Library lectures; it was

Mr. Fleischner
 declines to receive
 pay for lecture
 services

Ordered, that the vote of November 14, 1913 authorizing the payment to Mr. Fleischner of four dollars (\$4) for each required time of attendance in connection with the Library lectures, be rescinded.

Dissolved:

Della Jean Deery
 Clerk.

November 1, 1918

Friday, November 1, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The records of the regular meeting of October 15, the adjourned meeting of October 17, and the regular meeting of October 25, 1918, were read and approved.

Books and supplies

purchase authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 893, chargeable to city money to the amount of \$12.76, to trust funds income \$117.79, and to *Ellsworth Athenaeum* \$123.46; also Miscellaneous supplies for the Central Library and branches \$268.69, and for Binding \$3.38.

Sunday and Evening

service, employees in

outside business,

Mayor's letter.

A communication from the Mayor acknowledging the receipt of the reply of the Board with reference to the petition of certain employees in the Sunday and evening force whose services were discontinued on October 1st, was read and ordered placed on file.

Librarian's report

The Librarian's report was read by him.

Sunday service, branches

The Librarian presented a schedule of hours and expense for the Sunday service at the branches from November to April inclusive, which was approved.

Employed:

Tena Meano

Mary J. Kilroy

Ann M. Twomey

Bedrie Heers

Stella M. Pistorio

Kathleen E. Barker

Cecilia M. Nazzaro

William A. Swan

On recommendation of the Librarian it was Ordered, that the following persons be employed in the regular Library service November 1: Tena Meano, Mary J. Kilroy, Ann M. Twomey and Bedrie Heers, Issue Department, eight dollars (\$8) per week, each; Stella M. Pistorio, Special Librarian, eight dollars (\$8) per week; Kathleen E. Barker, Children's Department, ten dollars (\$10) per week; Cecilia M. Nazzaro, North End Branch, ten dollars (\$10) per week; William A. Swan, Binding Department, seven dollars (\$7) per week.

Andrew Square R. Room

Renewal of lease

The Librarian reported that the lease of the premises occupied by the Andrew Square Reading Room expires on February 1 next; and after consideration, it was

Ordered, that the Librarian be requested to inform the landlady that the Trustees will renew the lease for a period of five years at an annual rental of eleven hundred dollars (\$1100) provided she is willing to sign an agreement whereby in case of her failure to

November 1, 1918

provide heat, janitor service and repairs, the Trustees may provide the same and deduct the cost and expense from rent then or thereafter due.

The Librarian presented a request from Mr. John J. Keenan, Chief of the Registration Department for a leave of absence on account of ill health; and it was

Ordered, that Mr. Keenan be granted a leave of absence for the remainder of the present fiscal year, with half-pay, on account of illness and in part compensation for long and faithful service.

The following requests were received, read and referred to the Librarian for investigation and report: from Mr. J. J. Laffey, Manager Pinkham's Back Bay Express, for an increase of thirty-five dollars (\$35) a week in the allowance for transportation service; from the Hawley School of Engineering for permission to have two of their students in the training of fireman for the United States Shipping Board, work with the fireman in the boiler room of the Library as a part of their training; and from the Boston War Camp Community Service, Bureau of Entertainments, for the use of the lecture hall on Sunday afternoons from 5 to 8 o'clock for the informal meeting of men in the service to listen to music and partake of tea.

The Librarian presented for approval by the Board, the architect's certificate for final payment on the contract with George Baker Long dated April 29, 1916, and a bill of Joseph McGinniss for architectural services in connection with the addition to the Central Library building; and it was

Ordered, that there be allowed and paid to George Baker Long the sum of seventeen thousand five hundred and thirty-one and ²⁶/₁₀₀ (\$17,531.26), the same being the full payment for all work performed under contract dated April 29, 1916, as per architect's certificate; and to Joseph McGinniss, the sum of nine hundred and seventy-three and ²⁷/₁₀₀ (\$973.27) the same being balance due for architectural services on the addition to the Central Library building, as per bill of October 25, 1918; and that the President or Vice President be authorized to sign requests on the City Auditor for special drafts in favor of said payments, said amounts to be charged to the appropriation for Central Library Building Addition.

John J. Keenan

request for leave
of absence

Granted with
half-pay

Transportation service

request for increase in cost

Hawley School of Engineering

to place students in training

War Camp Community

Service, for use of

Lecture Hall

Referred to Librarian

for report

George Baker Long

final payment

Reconsidered - See vote
of November 15, 1918.

November 1, 1918

Addition, bills
for miscellaneous
work.

The following bills amounting to Nine Hundred and eighty and ⁵²/₁₀₀ dollars (\$980.52) for miscellaneous work on the Addition to the Central Library building having been approved by the Architect and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor; chargeable to trust funds income as per vote of February 8, 1918:

Oct. 18, 1917	Purditt Williams Co.	\$500.00
Dec. 17, 1917	Boston Public Works Dept.	15.27
July 3, 1918	Daniels & Bloomquist Co.	42.00
July 4, "	"	11.50
Sept. 27 "	Griffith, Kewer & Son	110.80
July 15 "	Pittsburgh Plate Glass Co.	12.90
Sept. 30 "	Waterproofing Co.	218.05
July 1 "	Johnson, Smith & Hopkins	70.00
		<u>\$980.52</u>

Bills, London
account

The following bills payable by draft on funds on deposit in London having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to draw upon Messrs. Morgan, Grenfell & Company, the necessary drafts therefor:

Edward G. Allen & Son, Ltd.	£ 1. 11. 6
George Harding	2. 11. 9
Bernard Quaritch	198. 19. 10
Dorson, Cline	Dr. 480. 75
J. Jorgensen	Dr. 1369. 30
Martinius Nijhoff	Spe 195. 08

Alice Lincoln Whitney
Fund, benefits
under

The Librarian reported that he had received several applications for benefits under the "Alice Lincoln Whitney Fund"; and recommended that a committee of the Trustees be appointed to consider such applications; and it was

Committee on payments

Voted, that a committee of two be appointed to confer with the Librarian as to what action should be taken regarding payments from the "Alice Lincoln Whitney Fund".

The President appointed Dr. Mann and Father Connolly such committee.

Special privilege

A special privilege card was granted to Lucia Mead Priest.

Report of Fox & Gale
on examination of
building

The Librarian presented a report from Mr. Thomas A. Fox of the firm of Fox & Gale, Architects, on an examination of the Library building; and he was requested to have copies of the same made and sent to the members of the Board for consideration.

Dissolved: Della Joan O'Leary
clerk.

Friday, November 8, 1918

November 8, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Conkley, Connolly and Conney.

The President Mr. Conney in the chair.

The record of the meeting of November 1, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 894, chargeable to city money to the amount of \$1491.75, to trust funds income \$165.48, and to Fellows Athenaeum \$10.47; also miscellaneous supplies for the Central Library and Branches \$204.54 and for Printing Department \$35.41.

A communication dated November 4, from the Receiving Station of the United States Shipping Board with reference to collections of books for the training ships at East Boston, was read and referred to the Librarian.

A communication from the American Federation of Labor enclosing a wage scale adopted by the Library Employees Union, was referred to the Librarian for examination and report.

A communication from the International Union of Steam and Operating Engineers and Stationary Firemen, enclosing a new wage scale for engineers and firemen adopted November 15, 1918, was referred to the Librarian for consideration in the preparation of the annual budget for 1919.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that William F. O'Hara be employed in the regular service, Ordering Department, at ten dollars (\$10) per week beginning November 8.

Ordered, that Martin J. Quinn be employed as fireman at the Central Library, at twenty-four dollars (\$24) per week beginning November 14; in place of George J. Ryan resigned.

The Librarian was authorized to employ two additional assistants in the Children's Department on Sundays, for the period November to May, at 35 cents per hour.

Books and
supplies,
purchase
authorized

U. S. Shipping Board
books for training
ships

Library Employees
Union, wage scale

Engineers and Firemen
new wage scale

Librarian's report

William F. O'Hara
employed

Martin J. Quinn
employed; George
J. Ryan, resigned

Sunday service, additional
assistants, Children's
Room.

November 8, 1918

Transportation Service

Additional allowance

for

Hawley School of

Engineering; placing

of students in boiler

room

Old brass and iron

disposal of

Bills approved

Special drafts

Executive Session to

consider report of

Survey Committee

The Librarian reported on the request of Pinkham's Book Day Express, for increase in the allowance for transportation service; and on his recommendation, it was

Voted, that an additional allowance of twenty-five dollars (\$25) per week be made to Pinkham's Book Day Express, J. J. Laffey, Manager, on account of transportation service, to date from November 1, 1918.

The Librarian reported on the request of the Hawley School of Engineering for permission to place two of their students in the boiler room at the Central Library; that there is no objection to this on the part of the Civil Service Commission, and that similar training is now allowed at the City Hall and City Hospital; and he was authorized to arrange for such service at the Library under the direction of the Chief Engineer.

On his recommendation the Librarian was authorized to ascertain whether an accumulation of old iron and brass in the basement may be disposed of for the benefit of the Library.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed, and it was

Voted, that there be allowed and paid to W. Holgers the sum of three hundred and eleven dollars (\$311) the same being for mounting war posters, as per bill of July 12, 1918; and to Pettengill-Andrews Company the sum of eight hundred and eighty-two and $\frac{52}{100}$ dollars (\$882.52) the same being for fixtures for general lighting in the addition to the Central Library building; and that the President or Vice President be authorized to sign requests on the City Auditor for special drafts in favor of said payments, said amounts to be charged to the general appropriation, and to trust funds income respectively.

After an executive session, it was

Voted, that consideration of the report of the Survey Committee be taken up at the next meeting.

Dissolved.

Debra Jan Deery
Clerk.

Friday, November 15, 1918

November 15, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Corbly, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of November 8, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 895, chargeable to city money to the amount of \$1311.48, to trust funds income \$113.99, and to Fellows' Athenaeum \$18.84; also miscellaneous supplies for the Central Library and branches \$49.09, for Bindery \$98.32 and for Printing Department \$19.96.

A communication from the American Federation of Labor enclosing copy of wage scale and working conditions adopted by the Office Building Cleaners' Union, was referred to the Librarian for examination and report.

Circular No. 15 from the Mayor was received and ordered placed on file.

The Librarian's report was read by him.

The Librarian reported that the statement of commission due Joseph McGinniss, architect, for professional services in connection with the addition to the Central Library building, approved by the Trustees on November 1, did not include a commission due on the original heating contract; and on his recommendation, it was

Ordered, that the vote of November 1, 1918 authorizing payment of nine hundred and seventy-three and $\frac{84}{100}$ dollars (\$973.84) to Joseph McGinniss as per bill of October 25, 1918, be rescinded, and

Voted, that there be allowed and paid to Joseph McGinniss, the sum of eleven hundred and four and $\frac{11}{100}$ dollars (\$1104.11), the same being in settlement of account dated November 15, for architectural services; and that the President or Vice President be authorized to sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Central Library Building, Addition.

Books and
Supplies
purchase
authorized

Women Cleaners
Union, wage scale

Mayor's Circular

Librarian's report

Addition. Commission
of Architect

Payment by
Special draft

November 15, 1918

Bills, approved

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Chargeable to the general appropriation amounting to fifteen thousand five hundred and nineteen and $\frac{82}{100}$ dollars (\$15,519.82).

Chargeable to Trust funds income amounting to Six hundred and twenty-one and $\frac{17}{100}$ dollars (\$621.17).

Library closed, Nov. 11
and 12

Cleaning women paid
for time lost on
account of closing

The Librarian reported that the Library was closed on Monday afternoon, November 11, on request of the Mayor, and on Tuesday, November 12, under proclamation of the Governor; and he submitted requests from members of the evening service at the Central Library for payment for time lost on Monday and Tuesday evenings, and from the cleaning women for payment for time lost on Tuesday morning; and after consideration, it was

Voted, that on account of the sudden and unexpected closing of the Library on Tuesday and the fact that the cleaning women reported for work as usual, they be paid for the time lost; this action however not to be considered a precedent in regard to other holidays; and

Request of Sunday and
evening employees not
granted

Voted, that the recommendation of the Librarian that the request of employees in the evening service be not granted, be approved.

War Camp Community
Service, to use lecture
hall on Sunday
afternoons.

The Librarian reported on the request of the Boston War Camp Community Service, Bureau of Entertainments, for the use of the Lecture Hall on Sunday afternoons; and stated that the Chairman of the Bureau of Entertainments, for the use of the Lecture Hall on Sunday afternoons; and stated that the Chairman of the Bureau agrees to observe all the rules adopted by the Trustees for the use of the Hall; and on his recommendation, it was

Voted, that the request be granted, subject to the supervision and control of the Librarian; and the privilege continued for so long a time as in his judgment it is compatible with the interests of the Library.

Red Cross Chapter
to sell Christmas
cards in Library

The Librarian presented a request from the Metropolitan Chapter, American Red Cross, for permission to sell Christmas cards and calendars in the Library until Christmas, 1918, for the benefit of the work of the work of the Red Cross; and after consideration, it was

Voted, that the request be granted, subject to the supervision and control of the Librarian.

Special privilege cards were granted to Margaret Gilman, and Van Loven, Fish & Hildreth.

The Board adjourned for executive session, after which, having reassembled as a Board, it was

Voted, that there be allowed and paid from the unexpended balance of the income from unrestricted trust funds, the sum of ten hundred and fifty dollars (\$1050) for compensation to the members of the Survey Committee as follows: Three hundred and fifty dollars (\$350) to Edwin H. Anderson, Director of the New York Public Library; Three hundred and fifty dollars (\$350) to Arthur E. Bostwick, Librarian of the Saint Louis Public Library; and Three hundred and fifty dollars (\$350) to the legal heirs of the late William H. Brett, ex Librarian of the Cleveland Public Library; and that the President or Vice President sign the necessary requisitions therefor.

Dissolved.

Lella Jane Deery
Clerk.

November 15, 1918

Special privileges

Executive session

Survey Committee

Payment to
for services

E. H. Anderson

A. E. Bostwick

legal heirs of W. H.

Brett

November 22, 1918

Friday, November 22, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of November 15, 1918 was read and approved.

Books and supplies
purchase authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 896, chargeable to city money to the amount of \$35.22, to trust funds income \$791.04, and to Feltner's Attic \$50.24; also miscellaneous supplies for the Central Library and branches \$2,998.26, for Binding \$2.50 and for Printing Department \$6.40.

Librarian's report

The Librarian's report was read by him.

Sale of old brass
and iron

The Librarian presented a communication from the Mayor in relation to the sale of a collection of old metals, to the effect that under the City Ordinance permission to sell the same should be obtained from the City Council, and that the money realized from such sale must be turned into the general treasury of the city; and the Librarian was requested to make application to the City Council on behalf of the Board for permission to sell the old material now on hand.

Alice Lincoln Whitney
Fund, payments
from to:

The committee appointed to confer with the Librarian as to what action should be taken regarding payments from the "Alice Lincoln Whitney Fund" submitted a report and recommendation with reference to certain requests for benefits under this fund; and it was

Joseph W. Ward

Voted, that the report be approved and adopted; and

Mary E. Mulvaney

Ordered, that there be paid to the following persons the sums

Catherine L. Kennedy

named, said sums to be charged to the "Alice Lincoln Whitney Fund": Joseph W. Ward, Shelf Department, twenty-five dollars (\$25); Mary E. Mulvaney, Issue Department, thirty-five dollars (\$35); Catherine L. Kennedy, Registration Department, fifty dollars (\$50); Ethel E. Knowles, East Boston Branch, fifty dollars (\$50); Michael J. Conroy, Bates Hall, twenty dollars (\$20); Hannah Lyden, Engineer & Janitor Department, forty-five dollars (\$45); Cecilia M. Nazzaro, North End Branch, twenty dollars (\$20).

Ethel E. Knowles

Michael J. Conroy

Hannah Lyden

Cecilia M. Nazzaro

On recommendation of the Librarian it was

Voted, that Edith R. Nickerson, Librarian of the Andrew

November 22, 1918

Square Reading Room, be granted a leave of absence of four weeks and five days, without loss of pay, on account of illness contracted while in the performance of her work.

On his recommendation, the Librarian was authorized to pay a uniform rate of six dollars (\$6) per week to caretakers at the Inner Mills, Mattapan, Neponset and Bay State Station reading rooms.

A special privilege card was granted to John J. Jones.

The Librarian was requested to report to the Board at the next meeting, regarding the feasibility of establishing a reading room for the blind at the Central Library.

Dissolved.

Attest: John J. Jones
Clerk.

Caretakers at reading
rooms, uniform rate of
pay.

Special privileges
Reading room for blind,
Librarian to report on.

November 29, 1918

Friday, November 29, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of November 22, 1918 was read and approved.

Books and Supplies

purchase

authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 897, chargeable to trust funds income amounting to \$663.82, and to Lowell Athenaeum \$15.70, also miscellaneous supplies for the Central Library and branches \$230.28 and for Printery \$4.14.

Sunday & Evening

service, persons in

outside business

discontinued

A communication dated November 25th was received from the Mayor in further inquiry as to the discontinuance of employees in the Sunday and Evening service holding outside business positions; and the President was requested to reply to the same.

The Librarian's report was read by him.

Special privileges

A special privilege card was granted to the New England Fuel and Transportation Company.

Reading Room for

blind, not necessary

In accordance with the vote of November 22 regarding the feasibility of establishing a reading room for the blind at the Central Library, the Librarian reported that in view of the work now undertaken in Massachusetts for the blind, it is not necessary at this time to take any action towards the establishment of such a reading room at the Library.

J. H. Benton's

Executor of will of;

committee on.

Mr. Carr presented a communication from the Executors of the will of Josiah H. Benton with reference to bequests to the Library under said will; and it was

Voted, that a committee consisting of the President and Mr. Carr be requested to confer with the Corporation Counsel as to the proper action for the Trustees to take in the matter of the questions submitted by the said Executors.

Disposed:

Lella Van Deery

block.

December 6, 1918

Friday, December 6, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of November 29, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 898, chargeable to city money to the amount of \$21.70, to trust funds income \$1209.66, and to Lowell Athenaeum \$23.47, also miscellaneous supplies for the Central Library and branches \$231.36, for Printery \$11.11, and for Printing Department \$44.78.

Books and supplies
purchase authorized

The following persons were appointed on the Examining Committee for 1918-19: Mr. Ezra H. Barker, Mr. Francis N. Balch, Mrs. Abraham C. Berman, Miss Eleanor M. Colleton, Mr. J. Randolph Cordage, Jr., Mr. James E. Foster, Mr. Dennis G. Droley, Rev. Paul Reese Frothingham, William P. Hammond, M.D., Miss Maude C. Hartnett, Mrs. Emma D. Harney, Mr. Vincent C. Keenan, Miss Margaret Loring, Rev. George C. Lyons, Mrs. Samuel W. Myers, Mrs. Hugh Navor, Miss Jean N. Oliver, Mr. Robert Drest Paine, Rev. W. Deane Roberts, Mrs. William R. Rush, Mr. John Lange, Mr. Daniel J. Shea, Miss Anna D. Alcorn, Mrs. Edwin A. Shuman, and Hon. David I. Walsh; and in accordance with the ordinance the President was joined with the committee as chairman.

Examining Committee
1918-19

The Librarian presented his estimates for the maintenance of the Library for the year 1919-1920 which were considered in detail and laid over for one week; and consideration of the following requests for increase in pay was taken up: 1st, the Librarian's report on the request of the Library Employees Union for increase to a wage scale established by the Union, and the President and Librarian were requested to prepare a draft of a reply thereto to be submitted at the next meeting, embodying the sentiments of the Board agreed to in a discussion of the subject; 2^d, a request from the engineers and firemen for advance to a newly adopted Union scale, which was referred to the Librarian for further examination and report; and 3^d, a request of the cleaning women for adoption of a scale of hours and wages presented by their Union, which was laid

Estimates.

Request of Library Employees
Union; Engineers and
firemen; Women cleaners
Union, for more
pay.

December 6, 1918
Printing & Binding
request more salary

upon the table, also a request from employees in the Printing and Binding Department, which was laid upon the table for one week.

For the guidance of the Trustees in the preparation of their estimate for salaries for the coming fiscal year, and in view of the requests of employees for further increase in pay, it was

Vote, that a committee consisting of the President, Mr. Carr and the Librarian wait upon the Mayor, to learn to what extent if any his recent recommendation regarding salary increases applies to the Library.

Supervisor of Circulation
Librarian's recommendation.
Miss Guerrier
to be appointed

The Librarian recalled to the attention of the Trustees the suggestion in his plan for a reorganization of the Library service submitted last spring, that a Supervisor of circulation be appointed; and he recommended that Edith Guerrier now absent on work for the United States Food Administration be considered for such position on her return to the Library, and after consideration, it was the sense of the Board that when Miss Guerrier returns to Boston, on recommendation of the Librarian she be appointed Supervisor of circulation at a salary of Two thousand dollars (\$2000) a year.

Mt. Hope district
request for branch

A communication was received from the Mayor's office transmitting a request from Mr. Charles J. Lannon for the establishment of a branch of the Library in the Mt. Hope district; and the President was requested to embody in a reply to the same the Librarian's report of May 31, 1918 on the same subject.

Disposed:

Lilla Jane Deery
clerk.

December 13, 1918

Friday, December 13, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kuncy and Mann.
The President Mr. Kuncy in the chair.

The record of the meeting of December 6, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 899, chargeable to city money to the amount of \$1.25, to trust funds income \$723.10, and to Fellows' Athenaeum \$17.17, also miscellaneous supplies for the Central Library and branches \$2393.22 and for Printing Department \$110.53.

Books and
supplies,
purchase
authorized

Circulars No. 17 and No. 18 from the Mayor's office were received, read and ordered placed on file.

Mayor's Circulars

A communication dated December 12 from Mr. John F. Bullen, President of the Community Improvement Association of Ward 20, asking for the establishment of a branch of the Library in the Mary Annemary School district, was referred to the Librarian for investigation and report.

Ward 20, request
for branch in

A letter dated December 7 was received from Mr. Arthur E. Postwick, Librarian of the Saint Louis Public Library, acknowledging receipt of letter and copy of vote of the Trustees regarding his services in connection with the Survey Committee of the Library.

Arthur E. Postwick
regarding Survey
committee

A letter dated December 11 was received from Mr. Edwin H. Anderson, Director of the New York Public Library, acknowledging receipt of copy of the vote of the Trustees regarding his services on the Survey Committee, and a notice from the City Auditor that the sum of Three hundred and fifty dollars (\$350) in connection therewith had been placed to his credit; and stating that he preferred not to accept payment for such service but wished the sum transferred to the order of Mr. Bullen to be used by him in furnishing staff lunch and rest rooms in the Library building; and it was

Edwin H. Anderson
amount allowed for
services, Survey committee
placed at disposal of
Librarian

Vote, that the President in acknowledging receipt of the communication, state that he has been requested by the Trustees to express to Mr. Anderson their appreciation of his generous action

December 13, 1918

D.M. Staley, request
that law books be
placed in library

in this matter, and their approval of the purposes to which his gift is to be applied.

A communication dated December 6, from Mr. D.M. Staley, President of the College of the Spoken Word, submitting a list of law and other books which he asks be placed in the library, was referred to the Librarian for investigation and report.

Bequest of George C.
Wiles

The President, ^{presented} from David P. Kimball and J. Bushing Kimball, Trustees, a check for five thousand dollars (\$5,000) a bequest to the Librarian from George C. Wiles late of Roxbury under the Seventh Clause of his will, which reads as follows:

"Article Seventh. After the foregoing bequests I direct
"that the sum of five thousand dollars be paid to the
"Trustees of the Public Library of the City of Boston,
"the same to be held, managed and invested by them
"so as to produce an income and the said income to
"be applied to the purchase of such books for said
"Library as they may deem best."

And it was

"George C. Wiles Fund"

Voted, that the bequest be funded as the "George C. Wiles Fund", the income to be applied to the purchase of books, and

Voted, that the check be transmitted to the City Treasurer with direction to cause it to be invested, and the income applied to the purchase of books under the name of the "George C. Wiles Fund".

J.H. Benton, executor
under will of

Mr. Carr for the committee on the matter of bequests under the will of John H. Benton, reported progress.

Estimates 1919-20

The Librarian's estimates for the maintenance of the Library for 1919-20 were taken from the table and considered; and it was

Addition to amount
for personal service

Voted, that the Librarian be authorized to add to the item for personal service the sum of twenty-five thousand dollars (\$25,000), representing the amount required for increases in salary proposed by the Mayor in his Circular No. 17 addressed to Heads of Departments under date of December 4; and

Estimates approved

Voted, that the estimate as presented by the Librarian, with the above addition, be approved and adopted.

Union cleaners
present schedule
of hours and
wages

The request of the cleaning women for adoption of a scale of hours and wages presented by their Union, was taken from the table; and the President was requested to prepare a letter in reply to the same embodying the facts contained in the Librarian's report on the subject.

December 13, 1918

Engineers & firemen
request increase in pay.

The Librarian's report on the request of the engineers and firemen for increase in pay to a newly adopted wage scale, was ordered placed on file.

The Librarian reported on the matter of the renewal of the lease of the premises occupied by the Andrew Square Reading Room, and after consideration, the matter was laid upon the table pending further report from the Librarian.

Andrew Square R.R.
renewal of lease

On this recommendation, the Librarian was authorized to expend three and $\frac{50}{100}$ dollars (\$3.50) per Sunday for janitor service at each of the following branches: Goodman Square, Upham's Corner, and South Boston.

Sunday janitor
service at branches

Special privilege cards were granted to Lila M. Lee, Eleanor B. Newton, and the Wright Company.

Special privileges

To provide against deficiencies under certain items in the budget schedule appropriations the Librarian recommended transfers from other items under which there is a surplus; and it was

Transfers in budget

Voted, that the Mayor be requested to make the transfers recommended by the Librarian.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Bills approved

Chargeable to the general appropriation amounting to twenty-one thousand, eight hundred and seventy-two and $\frac{38}{100}$ dollars (\$21,872.38).

Chargeable to trust funds income amounting to seven hundred and eleven and $\frac{34}{100}$ dollars (\$711.34).

Voted, that there be allowed and paid to Martinus Nijhoff the sum of five hundred and eight and $\frac{16}{100}$ florins (Fr. 508.18) the same being for German periodicals as per invoice dated December 13, 1918, and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the Library Department appropriation 1918-19.

Special draft

A request from the Jamaica Plain District Nursing Association for the use of the Lecture Hall of the Jamaica Plain Branch on Monday evening, December 30, was granted, under

J. P. District Nursing Assn.
to use lecture hall
J. P. Branch

December 13, 1918

direction of the Librarian.

M. H. Drayton, reporting
flag.

Dr. Mann presented a letter from Miss Marion H. Brazier regarding the custom of flying the flag on the Central Library building, which was referred to the Librarian.

Eleanor F. Shea

Services discontinued

The Librarian reported that under authority of the President he discontinued the services of Leonard E. Shea of the Issue Department on December 12; and his action was approved.

Dissolved:

Nella Jean Deery
Clerk

Friday, December 20, 1918

December 20, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 11:00'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of December 13, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, \$10.00, chargeable to city money to the amount of \$14.50, to trust funds income \$569.99, and to Fellowes Atheneum \$14.68, also miscellaneous supplies for the Central Library and Branches \$254.95, for Binding \$31.10 and for Printing Department \$27.94.

Books and
supplies
purchase
authorized

On recommendation of the President, Mr. Andrew A. Galaraces was appointed on the Examining Committee for 1918-19.

Examining Committee

A communication from the Mayor dated December 18, regarding increases in salaries and other expenses, was read and ordered placed on file.

Mayor's letter regarding
increases in
expenses

The President presented a draft of a reply to the request of the Library Employees Union for the acceptance of a wage scale adopted by the Union; and a reply to a request from the cleaning women through their Union for the adoption of a scale of wages and hours presented by them. These communications were approved.

Library Employees
Union, reply regarding
proposed wage scale

The President presented draft of a communication to the Mayor to accompany the estimates for the coming year, which was amended, and adopted.

Estimates, letter
to accompany
same.

The Librarian's report was read by him.

Librarian's report

The Librarian's report on the request of Dr. M. D. Staley that a collection of law books be placed in the Library, was read and laid upon the table.

D. M. Staley, request
regarding law
books.

The Librarian's report on the request of the Community Improvement Association of Ward 20 for the establishment of a branch of the Library in that district, was approved and adopted.

Ward 20, request for
branch in

Special privilege cards were granted to members of the Examining Committee.

Special privileges

The Librarian submitted for consideration a

December 20, 1918
 Simmons College
 cooperation with,
 proposal regarding.

tentative plan of cooperation between the Library and Simmons College in the matter of special training for library employees; and presented a letter from Miss J. P. Donnelly, Director of the Library School outlining such a plan, together with a letter from Dr. Lefavour, President of the College, approving the same; and the Librarian was requested to consult further with Dr. Lefavour, and inform him that the Trustees would be glad to have him state more in detail what he is prepared to offer to the Library in behalf of Simmons College.

Dissolved:

Lella Ann Deery
 Clerk.

December 27, 1918

Friday, December 27, 1918

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of December 20, 1918, was read and approved.

Books and
 Supplies
 purchase
 authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 901, chargeable to Trust funds income \$255.86 and to Fellenes Athenaeum \$14.24; also miscellaneous supplies for the Central Library and branches, \$41.95 and for Printing Department \$32.63.

Mayor's circulars

Circulars No. 19 and 20 from the Mayor's office were read and ordered placed on file.

Librarian's report

The Librarian's report was read by him.

Boiler inspection

A certificate of inspection of boilers Nos. 1, 2, and 3 was received, examined and ordered placed on file.

Stationary Firemen Union
 regarding employment
 of an additional
 fireman

A communication from the International Brotherhood of Stationary Firemen in regard to the employment of an additional fireman, was read, and on recommendation of the Librarian, it was

Ordered, that an additional fireman be employed under Civil Service rules for the period January 1 to May 1, 1919, at

Twenty-four dollars (\$24) a week.

A special privilege card was granted to the Woman's Liberty Loan Committee of New England.

Dissolved.

Lella Ann Deery
 Clerk.

December 27, 1918

Special privileges

January 3, 1919

Friday, January 3, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of December 27, 1918 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, Books, List No. 902, chargeable to city money to the amount of \$824.62, to trust funds income \$122.08 and to Fellenes Athenaeum \$1.28; also miscellaneous supplies for the Central Library and branches \$1443.08, for Bindery \$6.63, and for Printing Department \$31.65.

Books and Supplies
 purchase authorized

An order from the City Council dated December 23, 1918, authorizing the Trustees to dispose of an accumulation of old iron and brass, was read and ordered placed on file.

Old brass and iron
 disposal of

The Librarian's report was read by him.

Librarian's report

A request from Mr. Francis J. Horgan on behalf of various organizations of Jamaica Plain consolidated for the purpose of generally looking after the returned soldiers and sailors of the United States, for permission to use the Lecture Hall of the Jamaica Plain Branch on Wednesday evenings beginning January 8th for weekly meetings in connection therewith, was received and considered; and it was

Jamaica Plain organization
 for care of returned soldiers
 and sailors, request use of
 lecture hall, J.P. Branch.

Voted, that the request be granted subject to the direction of the Librarian.

Granted.

An application from Miss Frances Rogers, 1st Assistant

A Frances Rogers, request
 for extra pay

January 3, 1919
John T. Keenan
absence

in the Registration Department, for a portion of Mr. Keenan's salary during his leave of absence, was received and considered; and it was

Employees in Registration
Department to be
allowed extra vacation
on account of extra work.

Voted, that the Librarian in his discretion be authorized to allow Miss Rogers and the other members of the Registration Department additional vacation in lieu of extra work performed by them on account of the absence of the Chief of the Department.

Special privilege cards

Special privilege cards were granted to Eleanor B. Bass, Chester B. Pierce, the Robert D. Pollock Company, and the Department of University Extension of the Massachusetts Board of Education.

Change in Act of
Incorporation, committee to
draft bill.

Voted, that the President and Mr. Carr be a committee with power to approve a form of bill to be drafted by the Corporation Counsel relating to a change in Section 2 of the Act of Incorporation as to the amount of property the Trustees may hold.

Dissolved:

Della Jan Deery
Clerk.

January 10, 1919

Friday, January 10, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connelly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of January 3, 1919 was read and approved.

Books and supplies,
purchase authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 903, chargeable to city money to the amount of \$712.62, to trust funds income \$493.94, to *Edwards Athenaeum* \$32.42, also miscellaneous supplies for the Central Library and branches \$1150.74, for Binding \$3.00 and for Printing Department \$13.21.

Gift list laid over.

List No. 53 of books acquired other than by purchase and recommended by the Librarian to be catalogued, was laid over for one week according to rule.

In the absence of the Librarian his report was read by the Assistant Librarian.

On recommendation of the Librarian, it was

Ordered, that the following persons be employed in the regular service, Issue Department, at eight dollars (\$8) per week each: Anne M. Brannen, Santa M. Costa, and Eleanor S. Schlafer.

A special privilege card was granted to Harlow & Howland.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Chargeable to the general appropriation amounting to Nineteen hundred and thirty-nine and ⁸¹/₁₀₀ dollars (\$1939.81).

Chargeable to trust funds income amounting to Three hundred and eighty-four and ⁹¹/₁₀₀ dollars (\$384.91).

The President and Mr. Carr, committee on the question of accepting securities in payment of the legacy of One hundred thousand dollars (\$100,000) to the Library under the Eleventh Clause of the will of Josiah H. Benton, presented to the Board from the Executors of the will a list of bonds of the City of Boston and of the State of Massachusetts amounting in face value to the sum of One hundred and three thousand dollars (\$103,000), as follows:

\$13,000	City of Boston Reg. Ex. 4 1/4 s.		
	November 1, 1922	99 3/4	\$12,967.50
	Interest 3/4		105.90
\$15,000	City of Boston Reg. Ex. 4 1/4 s.		
	November 1, 1938	99 3/4	14,962.50
	Interest 3/4		122.19
\$6,000	City of Boston Reg. Ex. 4 s.		
	June 1, 1928	97 3/4	5,865.00
	Interest 1 m. 9 days		26.00
\$8,000	City of Boston Reg. Ex. 4 s.		
	June 1, 1926	98	7,840.00
	Interest 1/4		34.67
\$10,000	City of Boston Reg. Ex. 4 s.		
	July 1, 1927	97 3/8	9,787.50
	Interest 3/4		10.00
\$20,000	City of Boston Reg. Ex. 4 s.		
	January 1, 1928	97 3/4	19,550.00
	Interest 3/4		20.00
\$20,000	Commonwealth of Massachusetts Sizable 3 1/2 s.		
	January 1, 1938	88	17,600.00
	Interest 3/4		17.50
\$6,000	Commonwealth of Massachusetts Reg. Ex. 4 s.		
	January 1, 1938	97 5/8	5,857.50
	Interest 3/4		6.00
\$5,000	City of Boston Reg. Ex. 4 s.		
	October 1, 1930	97 1/4	4,862.50
	Interest 3/4		55.00
			\$ 99,689.76

January 10, 1919

Employed:
Anne M. Brannen
Santa M. Costa
Eleanor S. Schlafer

Special privileges

Bills allowed and
ordered paid

Benton legacy of
\$100,000, bonds and
cash offered in
payment.

January 10, 1919

Benton legacy of
\$100,000Bonds and cash
acceptedLibrary Employees
Union, request a
hearingRequest withdrawn on
account of absence of
Librarian

and a check amounting to Three hundred and ten and $\frac{24}{100}$ dollars (\$310.24), as full settlement of the said legacy of One hundred thousand dollars (\$100,000); and this list was accompanied by a certificate of the firm of Estabrook Company, Bankers, that a fair valuation of said bonds and said cash is One hundred thousand dollars (\$100,000), and it was

Voted, that these bonds and cash be accepted by the Board in settlement of the said legacy of One hundred thousand dollars (\$100,000); subject to the approval of the Corporation Counsel.

The President presented a letter dated January 6, from Mr. Frank H. McCarthy, General Organizer of the American Federation of Labor, requesting the Trustees to grant a hearing to a committee of the Library Employees Union and the Women Cleaners Union, relative to the wage scales submitted by them. After consideration of the matter, the Board received Mr. McCarthy, and asked him, as representing these unions, to state their views, it being inexpedient to grant a hearing to a committee of employees during the absence of the Librarian. This, Mr. McCarthy said he was unable to do adequately, and therefore withdrew his request until such time as the Librarian shall be present.

Dissolved.

Debra Van Deery
Clerk

January 17, 1919

Friday, January 17, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly and Mann.

The Vice President Mr. Carr in the chair.

The record of the meeting of January 10, 1919 was read and approved.

Books and supplies
purchase authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 9014, chargeable to city money to the amount of

January 17, 1919

\$504.31, to trust funds income \$2.48, and to Fellows Athenaeum \$3.21, also miscellaneous supplies for the Central Library and branches \$272.39, and for Bindery \$150.00.

List No. 53 of books required other than by purchase and recommended by the Librarian to be catalogued, was taken from the table and approved.

Gift list approved

The Librarian's report was read by him.

Librarian's report

On recommendation of the Librarian, it was

Ordered, that the following persons be employed in the regular services: Vida E. Brooker, Rosedale Reading Room, and Leah Perlis, Mt. Bowdoin Reading Room, at Nine dollars (\$9) per week, each, beginning January 17, 1919; to be increased to Ten dollars (\$10) per week, at the end of three months on recommendation of the Librarian.

Employed:

Vida E. Brooker

Leah Perlis

Ordered, that Bessie S. Doherty, while temporarily serving as second assistant in the Branch Department, be granted an increase in salary from fifteen and $\frac{50}{100}$ dollars (\$15.50) to seventeen and $\frac{50}{100}$ dollars (\$17.50) per week; and that Ellen A. McShane while temporarily serving in the position made vacant by the death of Amelia F. McGrath of the South End Branch, be granted an increase in salary from twelve dollars (\$12) to fourteen dollars (\$14) per week; both to take effect January 17, 1919.

Bessie S. Doherty

Ellen A. McShane

pay increased

A request from Boston University for a deposit of books at the Morgan Memorial, was granted, under the usual conditions.

Deposit

A communication from Mr. Frederick S. Dietrich in behalf of the Blind and Cripples Union requesting the use of the Lecture Hall for meetings of the Union one evening each week for an indefinite period, was read and laid upon the table, and the Librarian was requested to make further inquiry as to the purposes of the Union.

Blind & Cripples

Union, request to

use lecture hall

A communication from the Moss Real Estate Trust regarding certain damages to property adjoining the Addition to the Central Library Building, was referred to Mr. Gray of the Architects' Office for report.

Moss Real Estate

Trust, claim for damages
on account of Addition

The Librarian submitted bids for the purchase of the accumulation of old brass and iron now in the basement, and he was authorized to accept the bid of James F. Nolan, of ten

Old brass and iron

sold

January 17, 1919

Special privileges

cents per lb. for brass, and of H. Aronofsky Sons of forty-three cents (43¢) per 100 lbs. for iron; these being the highest.

Special privilege cards were granted to Horace A. Davis, and the Foreign Department of the National Shumout Bank.

Bills approve

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Charges to the general appropriation amounting to Ten thousand two hundred and fifty and ¹⁷/₁₀₀ dollars (\$10,250.17).

[Note: above bills paid by special draft, January 24, 1919. See Record, Jan. 24/19.]

Disolved:

Vella J. Deery
Clerk,

January 24, 1919

Friday, January 24, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, and Mann.

The Vice President Mr. Carr in the chair.

Clerk pro tem

In the absence of the Clerk, the Librarian acted as Clerk pro tem.

The record of the meeting of January 17, 1919 was read and approved.

Books and supplies

purchase authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 905, chargeable to city money to the amount of \$565.89, to trust funds income \$432.62, and to Fellows' Atheneum \$135, also miscellaneous supplies for the Central Library and branches \$2223.99, and for Bindery \$4142.

Corporation counsel

proposed change in
Charter

Mr. Carr presented a letter from Mr. Joseph P. Lyons, Assistant Corporation Counsel, requesting a conference with the Trustees with reference to the bill proposing to increase the amount

January 24, 1919

of personal property which the Trustees can hold, and stated that Mr. Lyons expected to be present at today's meeting, but owing to illness asked to postpone his meeting with the Board to another week.

On his recommendation, the Librarian was authorized to re-engage Sorti Hall, South Boston, for one afternoon each week for a period of one year, at a rental of eighty dollars (\$80) a year, for the use of the South Boston Branch in connection with the story hour.

The Librarian presented a report from Mr. John C. Gray, representing the late Joseph McGinnies, in reference to the claims made by the Moss Real Estate Trust under date of January 10, 1919; and he was authorized to have such changes and repairs made in the construction of the addition and property adjacent as may be necessary, acting under the advice of the Law Department of the City.

The Librarian reported on the request of Mr. Frederick S. Dietrick for the use of the Lecture Hall for regular meetings of the Blind and Cripples Union; and he was requested to inform Mr. Dietrick that the Board deems the granting of the request inexpedient.

The Librarian presented a re-draft of a letter from the President of Simmons College in relation to cooperation between the Library School and the Boston Public Library; and after discussion, he was requested to make a further report in the matter.

The Librarian presented a request from the President of the Boston Public Library Employees' Benefit Association for permission to hold regular meetings of the Association in the Lecture Hall at 9 o'clock in the morning instead of 5 o'clock in the afternoon; and on recommendation of the Librarian, it was

Voted, that every other regular meeting of the Association may be held in the Lecture Hall at 9 o'clock in the morning, but that such meeting shall not extend beyond 10 o'clock.

The Librarian presented a letter from Sampson & Munsell Company offering to send to the Library on deposit a file of between eight hundred and one thousand New England directories; and he recommended that the same be accepted on deposit without responsibility for loss, to be returned by the Library if necessary at some future time. The recommendation was adopted.

Sorti Hall, re-engaged
for use of South
Boston Branch

Moss Real Estate
Trust, claims,
changes & repairs
authorized in
addition

Blind and Cripples
Union, request to
use Lecture Hall not
granted

Simmons College
proposed cooperation
with

Employees' Benefit
Assn. may meet in
forenoon

Sampson & Munsell Co's
offer of directories on
deposit, accepted

January 24, 1919

Quarterly Bulletin
changes proposed

The Librarian presented for the information of the Board an outline of changes, ~~etc.~~ proposed for the Quarterly Bulletin, with the idea of making the Bulletin more alive, interesting and valuable to the public.

Louvain Library
Committee

The Librarian presented a letter from Mr. Theodore W. Koch, Acting Chairman of the Louvain Library Committee, and in view of the fact that certain government aid of the Allied Governments may be available for the restoration of the University of Louvain, consideration of the request for aid from the Boston Public Library was deferred awaiting further developments.

Transfers in budget
Schedule

To provide against deficiencies under certain items in the budget schedule appropriations the Librarian recommended transfers from other items under which there is a surplus, and it was

Voted, that the Mayor be requested to make the transfers recommended by the Librarian.

Special draft

Voted, that there be allowed and paid to Thomas W. Murray, City Treasurer, the sum of Ten thousand two hundred and fifty and $\frac{17}{100}$ dollars (\$10,252.17), the same being for payment of bills as per schedule presented January 17, 1919; and that the President or Vice President be authorized to sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the Library Department appropriation 1918-19.

Dissolved:

Charles F. D. Bellin
Clerk pro tem.

Friday, January 31, 1919

January 31, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, and Mann.

The Vice President Mr. Carr in the chair.

The record of the meeting of January 24, 1919 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, list No. 906, chargeable to city money to the amount of \$1229.93 to trust funds income \$154.73 and to Simmons Athenaeum \$41.65; also miscellaneous supplies for the Central Library and branches \$167.79, for Binding \$6.63 and for Printing Department \$3.

Books and Supplies
purchase
authorized

On recommendation of the Librarian, it was Ordered, that Margaret E. Sinclair be employed temporarily as assistant in the Ordering Department, at fourteen dollars (\$14) per week, beginning February 5, 1919.

Margaret E. Sinclair
employed

The Librarian reported further on the matter of cooperation between the Library and Simmons College Library School, and presented a proposal from the President of Simmons College in relation thereto; and on recommendation of the Librarian, it was

Simmons College
Cooperation with

Voted, that the proposal on the part of the Corporation of Simmons College be approved and adopted; and that the Librarian be authorized to make plans whereby the same may be carried into effect at the beginning of the next college year.

Approved and
adopted.

The Librarian presented a letter from Mr. John C. Gray, representing the late Joseph McGinnis, enclosing bills for electric fixtures for the Addition to the Central Library building, and for architectural services in connection therewith; and it was

Addition, bills
approved

Voted, that there be allowed and paid to Pettibill-Andrews Company the sum of Three hundred and one dollars (\$301.), the same being for electric fixtures as per contract dated November 17, 1917, for the Addition to the Central Library building; and to Joseph McGinnis the sum of Two hundred and sixty-eight and $\frac{06}{100}$ dollars (\$268.06), the same being in full for all

Special drafts

January 31, 1919
 Special drafts.
 Defection from vacant
 due on George Baker Long
 contract.

Service, including Two hundred and fifty dollars (\$250) for additional service on account of the failure of the general contractor, which latter sum of Two hundred and fifty dollars (\$250) is to be charged against the contract of George Baker Long, as advised by the Law Department of the city; and that the President or Vice President sign requests on the City Auditor for special drafts in favor of said payments said amounts to be charged to the appropriation for Central Library Building Addition.

A special privilege card was granted to R. C. Bang.

Disposed:

See January
 blank.

February 7, 1919

Friday, February 7, 1919

The regular weekly meeting of the corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of January 31, 1919 was read and approved.

Books and supplies
 purchase
 authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 909, chargeable to city money to the amount of \$746.93, to trust funds income \$150.51, and to Ellwanger Atteneum \$69.98; also miscellaneous supplies for the Central Library and branches \$1033.64, for Bindery \$2 and for Printing Department \$3.

John P. Nickerson, for
 branch in Forest Hills-
 Mt. Hope district

A communication dated February 1st was received from Mr. John P. Nickerson in behalf of the residents of the Forest Hills-Mt. Hope district, renewing the application for the establishment of a branch of the Library in that section; and it was

Voted, that it is the sense of the Board that Mr. Nickerson be informed that under the present financial condition of the city it is inexpedient to consider the establishment of any new branches; and that when the time comes to take up such

extension of the Library service there are other locations that should also be considered.

The request of Mr. Frank H. McBarth, General Organizer of the American Federation of Labor that the Trustees grant a hearing to a committee of the Library Employees Union, was taken up and considered; and it was

Voted, that Mr. McBarth be informed that it is the sense of the Board that this committee of employees be requested to meet with the Librarian and inform him fully of all the matters in which they find themselves in disagreement with the action of the Trustees as expressed in the letter of December 20, 1918, and that the Librarian report the same to the Board.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that the salary of William A. McGowan of the Shelf Department be Eighteen dollars (\$18) per week, beginning February 7, 1919.

The Librarian presented a request from Mr. John J. Keenan, Chief of the Registration Department, for an extension of his leave of absence for one month, and on his recommendation it was

Voted, that Mr. Keenan be granted a further leave of absence until March 1, 1919, without pay, on the understanding that he resumes his regular duties at the Library on that date.

On recommendation of the Librarian, it was

Voted, that One thousand dollars (\$1000) be appropriated for the purchase of European posters, lithographs, proclamations, etc., issued during the war; to be charged to trust funds income.

The Librarian was authorized to expend Four hundred dollars (\$400) at a sale of books and other material relating to Washington and Lincoln, at Libbie's, on February 11 and 12: to be charged to trust funds income.

Voted, that there be allowed and paid to Messrs. Morgan, Graftel Company of London, the sum of Five thousand dollars (\$5,000), the same to be placed to the credit of the Trustees; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount

February 7, 1919

Request for hearing
 Library Employees
 Union

Must meet with
 Librarian

Librarian's report

William A. McGowan
 Salary

John J. Keenan
 leave of absence
 extended

Posters, lithographs, etc.
 to be purchased

Material relating to
 Washington and
 Lincoln

Trust funds to be
 placed abroad

February 7, 1919

to be charged to trust funds income.

Special draft

A. D. Nichols, Auditor

Voted, that there be allowed and ordered paid to the Trustees of the Public Library of the City of Boston, A. D. Nichols Auditor, the sum of Fifteen hundred dollars (\$1500) the same being for meeting current expenses under the order of the City Council approved March 31, 1898, and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Library Department 1919-20.

Bills

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Chargeable to the general appropriation amounting to Eight thousand and seventy and ⁹⁵/₁₀₀ dollars (\$8,070.95).

Chargeable to trust funds income amounting to One thousand eight hundred and seventy and ¹⁹/₁₀₀ dollars (\$1,870.19).

Special privileges

A special privilege card was granted to John B. Dickson.

Dissolved.

Alle Jan Deery
blank.

February 14, 1919

Friday, February 14, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Kenney, and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of February 7, 1919 was read and approved.

Books and supplies

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 908, chargeable to City money to the amount of \$895.23, to trust funds income \$1116.47; also miscellaneous supplies for the Central Library and branches \$499.57, for Binding \$475.00 and for Printing Department \$1038.33.

Librarian's report.

The Librarian's report was read by him.

February 14, 1919

On recommendation of the Librarian, it was

Ordered, that the following grade increases in pay take effect February 14, 1919: Veronica S. Hession, Issue Department, Eight dollars (\$8) to Ten dollars (\$10) per week, Helen M. Hilton, Branch Department, Ten dollars (\$10) to Eleven dollars (\$11) per week, Alice C. Daley, Allston Reading Room, Eleven dollars (\$11) to Twelve dollars (\$12) per week, Jimmy Goldstein, temporarily, Bikes Hill, Sweden and ²⁵/₁₀₀ dollars (\$17.25) to Eighteen dollars (\$18) per week.

The Librarian again called to the attention of the Board the application of Miss Rogers, first assistant in the Registration Department, for some additional pay during the absence of the Chief of the Department; and he recommended that in general, after an absence of three months of a head of a department, the first assistant if in charge of the department, may receive the pay of the head of the department provided the head of the department for the fourth month and thereafter is absent without pay; and after consideration, it was

Voted, that the recommendation of the Librarian be approved and adopted; and

Ordered, that A. Frances Rogers, first assistant in the Registration Department be paid a salary at the rate of sixteen hundred dollars (\$1600) per year for the period February 1 to 28, 1919 inclusive, on account of the absence of the Chief of the Department.

Ordered, that a bill of Ten dollars (\$10) from Dr. Willard Gay, M. D. for professional services to Everett F. Matthews, janitor of the East Boston Branch on account of an injury received while in the performance of his work, be allowed and paid.

Special privilege cards were granted to Bert J. Morris, J. Danforth Taylor, and John J. Theodore.

Mr. Joseph P. Lyons of the Law Department appeared for a preliminary conference with the Board with reference to the drafting of a bill to increase the authority of the Corporation to hold personal property from one million to ten million dollars; and he also stated to the Board that the Law Department of the City approves the acceptance of the bonds and cash offered on January 10, 1919 by the Executors of the will of Josiah H. Benton in settlement of the

Increases in pay:

Veronica S. Hession

Helen M. Hilton

Alice C. Daley

Jimmy Goldstein

Additional pay to
1st assistants during
absence of chief of
department beyond
three months.

Librarian's recommendation
approved

A. Frances Rogers

allowed additional
pay during absence of
chief of department

Everett F. Matthews
physician's bill paid
for injury

Special privileges

Law Department's change
in Charter;
Benton legacy

February 14, 1919
Benton legacy.

legacy of One Hundred thousand dollars (\$100,000) under said will, and that a formal letter to this effect should be sent to the Board, by the Corporation Council.

Dissolved.

Dece J. J. J. J.

Dece.

February 21, 1919

Friday, February 21, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Koney and Mann.

The President Mr. Koney in the chair.

The record of the meeting of February 14, 1919 was read and approved.

Books and
Supplies
purchase
authorized

The Librarian was authorized to purchase according to list submitted by him and to be placed on file, the following: Books, List No. 909, chargeable to city money to the amount of \$953.20, to trust funds income \$265.43, and to Fellows' Athenaeum \$21.62; also miscellaneous supplies for the Central Library and branches \$83.15, for Binding \$7.15 and for Printing Department \$1.62.

Librarian's report

The Librarian's report was read by him.

Francesca C. Connolly
employed

On recommendation of the Librarian, it was ordered, that Francesca C. Connolly be employed in the regular service as assistant at the Charlestown Branch, at Nine dollars (\$9) per week, beginning February 21, 1919.

Gertrude F. Griffin
pay increased

Ordered, that the pay of Gertrude F. Griffin while temporarily in charge of the Parker Hill Reading Room be Fifteen dollars (\$15) per week, to date from February 1, 1919; on the understanding that when a Librarian is appointed her pay shall revert to that of an assistant at a reading room.

Margaret M. Keenan,
pay increased

Ordered, that the pay of Margaret M. Keenan, assistant in the Branch Department, be increased from fourteen dollars (\$14) to fifteen and $\frac{50}{100}$ dollars (\$15.50) per week, beginning February 21, 1919.

Sunday junior
service

The Librarian was authorized to expend three and $\frac{50}{100}$ dollars (\$3.50) per Sunday for junior service at the Jamaica Plain

Branch, to date from February 1, 1919.

Special privilege cards were granted to David Goldstein and Worcester Perkins.

On recommendation of the Librarian, it was

Ordered, that the Library be closed on Monday, February 24th from 12 o'clock noon to 6 p.m. in honor of the visit of the President to Boston.

A communication dated February 20th was received from Mr. Joseph P. Lyons, Assistant Corporation Counsel, with reference to the matter of interest on legacies under the will of Josiah H. Benton; and it was

Voted, that the action of January 10, 1919 accepting certain securities and cash in settlement of the legacy of One Hundred thousand dollars (\$100,000) under the will of Josiah H. Benton, be reconsidered; and

Voted, that the following bonds:

\$13,000 City of Boston Reg. Ex. 4 1/2		
November 1, 1922	99 3/4	\$12,967.50
Interest 2 1/2		105.90
\$15,000 City of Boston Reg. Ex. 4 1/2		
November 1, 1928	99 3/4	14,962.50
Interest 2 1/2		122.19
\$6,000 City of Boston Reg. Ex. 4 1/2		
June 1, 1928	97 3/4	5,865.
Interest 1 m. 7 days		26.
\$8,000 City of Boston Reg. Ex. 4 1/2		
June 1, 1926	98	7,840.
Interest 1 1/2		34.67
\$5,000 City of Boston Reg. Ex. 4 1/2		
October 1, 1930	97 1/2	4,862.50
Interest 2 1/2		55.
\$10,000 City of Boston Reg. Ex. 4 1/2		
July 1, 1927	97 3/8	9,787.50
Interest 2 1/2		10.
\$20,000 City of Boston Reg. Ex. 4 1/2		
January 1, 1928	97 3/4	19,550.
Interest 2 1/2		20.
\$20,000 Commonwealth of Massachusetts Reg. Ex. 3 1/2		
January 1, 1938	88	17,600.
Interest 2 1/2		17.50
\$6,000 Commonwealth of Massachusetts Reg. Ex. 4 1/2		
January 1, 1938		5,857.50
Interest 2 1/2		6

\$99,689.76

and a check amounting to \$310.24; together with the accrued interest on these securities from the expiration of one year after the death of the testator to the time of the receipt of the same, be accepted by the Board in settlement of the legacy of \$100,000; subject to the approval of the Corporation Council.

February 21, 1919

Special privileges

Library closed; visit
of President

Corporation Council on
interest on legacies
under J. H. Benton
will.

Action of January
10, reconsidered

Bonds and

cash together

with accrued

interest accepted

Subject to approval

of Corporation

Council

February 21, 1919

J. H. Benton, legacy
under will of

Ordered, that a copy of the above vote be forwarded to the Executors of the will of Josiah H. Benton.

Voted, that the next meeting of the Corporation be on Friday, March 7, 1919 at 4 o'clock p.m.

Dissolved:

Debra Jean Berry
Clerk.

March 7, 1919

Friday, March 7, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connelly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of February 21, 1919 was read and approved.

Books and
Supplies
Purchase
authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, Est \$2910, chargeable to city money to the amount of \$946.54, to trust funds income \$864.30 and to Fellows' Allowance \$8.78, also miscellaneous supplies for the Central Library and branches \$1084.32, for Binding \$53.09 and for Printing Department \$51.13.

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Service changes:

Mary V. McElaney

Margaret A. Calnan

Anna C. Lynch

Florence E. McManus

Margaret I. McGovern

Ordered, that the following service changes take effect March 7, 1919: Promotion of Mary V. McElaney from the Issue Department to the South End Branch, with increase in pay to Eleven dollars (\$11) per week; of Margaret A. Calnan to the position of second assistant at the South Boston Branch with increase in pay to sixteen dollars (\$16) per week; of Anna C. Lynch, South Boston Branch, with increase in pay to fourteen dollars (\$14) per week; and of Florence E. McManus from the City Point Reading Room to the position of second assistant at the Brighton Branch with increase in pay to sixteen dollars (\$16) per week; that Margaret I. McGovern be re-appointed general assistant at the Charlestown Branch at twelve dollars (\$12) per week; that

March 7, 1919

Margaret C. Lappan

Gertrude Goldstein

per-

William M. Arnold

to carry forward

vacation allowance

Posters to be

purchased

Bills approved

the pay of Margaret C. Lappan, general assistant at the West End Branch be increased to sixteen dollars (\$16) per week; and that Gertrude Goldstein while acting first assistant at the North End Branch be paid seventeen dollars (\$17) per week.

On recommendation of the Librarian, the application of William M. Arnold to carry over to 1919 twelve days unexpended vacation allowance of 1918, was granted.

The Librarian was authorized to expend twenty-five dollars (\$25) for a collection of British and Canadian war posters, offered by Mr. C. E. Laurier.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Chargeable to the general appropriation amounting to Twelve thousand, seven hundred and sixty-three and ⁶⁶/₁₀₀ dollars (\$12,763.66).

Chargeable to trust funds income amounting to One thousand two hundred and twenty-one and ³²/₁₀₀ dollars (\$1,221.32).

Special privilege cards were granted to Mrs. H. Baker, Benjamin Rosen, and Louise J. Waite.

The Librarian presented a communication from Mr. Frank H. McCarthy, Labor Organizer of the American Federation of Labor, with reference to the wages of the cleaning women; and made a partial report thereon.

Mr. Arthur J. Charles and Mr. Horace E. Wadell, Executors of the will of Josiah H. Benton presented for acceptance by the Board, certain securities and cash in settlement of the legacy of \$100,000 under the Eleventh clause of said will; and Mr. Joseph P. Lyons, Assistant Corporation Counsel, representing the Law Department, stated that such acceptance has the approval of the Law Department; and it was

Voted, that the action of February 21, 1919, accepting certain securities and cash in settlement of the legacy of One hundred thousand dollars (\$100,000) under the will of Josiah H. Benton, be reconsidered; and

Voted, that The following Bonds:

Action of February 21

reconsidered

March 7, 1919

Securities

J. H. Benton

legacy

\$13,000 City of Boston Reg. Ex. 4 1/2 s		
November 1, 1922	97 3/4	\$12,967.50
Interest 2 1/4		105.90
\$15,000 City of Boston Reg. Ex. 4 1/2 s		
November 1, 1938	99 3/4	14,962.50
Interest 2 1/4		122.19
\$6,000 City of Boston Reg. Ex. 4 s		
June 1, 1928	97 3/4	5,865.
Interest 1 m. 9 days		26.
\$8,000 City of Boston Reg. Ex. 4 s		
June 1, 1926	98	7,840.
Interest 1/4		34.67
\$5,000 City of Boston Reg. Ex. 4 s		
October 1, 1930	97 1/4	4,862.50
Interest 2 1/4		55.
\$10,000 City of Boston Reg. Ex. 4 s		
July 1, 1927	97 3/8	9,787.50
Interest 2 1/4		10.
\$20,000 City of Boston Reg. Ex. 4 s		
January 1, 1928	97 3/4	19,550.
Interest 2 1/4		20.
\$20,000 Commonwealth of Massachusetts Available		
July 1, 1935	89	17,800
Interest 2 1/4		17.50
\$6,000 Commonwealth of Massachusetts Reg. Ex. 4 s.		
January 1, 1939	97 1/2	5,850
Interest 2 1/4		6
		<u>\$99,882.26</u>

Check on account of
principal and
interest

and a check amounting to Three thousand nine hundred and $\frac{61}{100}$ dollars (\$3,900.61) being One hundred and seventeen and $\frac{74}{100}$ dollars (\$117.74) on account of principal and Three thousand seven hundred and eighty-two and $\frac{87}{100}$ dollars (\$3,782.87), accrued interest on these securities from the expiration of one year after the death of the testator to January 7, 1919, be accepted by the Board in full settlement of the legacy of One hundred thousand dollars (\$100,000) given to the Trustees of the Public Library of the City of Boston in the Eleventh clause of the will of Josiah H. Benton, the Corporation Counsel having approved such action.

Certificate of value

The above list of bonds was accompanied by a certificate of the firm of Estabrook Company, Bankers, that a fair valuation of said bonds on January 10, 1919, was Ninety-nine thousand eight hundred and eighty-two and $\frac{26}{100}$ dollars (\$99,882.26); and

Receipt given to
Executors for full
payment of legacy
of \$100,000.

Voted, that William F. Kenney, President of the Board of Trustees be and he hereby is authorized to receive said bonds and said check for Three thousand nine hundred and $\frac{61}{100}$ dollars (\$3,900.61) in full payment of said legacy, and to give to the Executors of the will of Josiah H. Benton a receipt in full therefor in the name and on behalf of the Trustees of the Public Library of the City of Boston.

Dissoled.

Viles Jan Deary. Clerk.

Friday, March 14, 1919

March 14, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connelly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of March 7, 1919 was read and approved.

The Librarian was authorized to purchase according to bids submitted by him and to be placed on file, the following: Books, List No. 911, chargeable to city money to the amount of \$826.69, to trust fund income \$478.72, and to Tolson's Athenaeum \$16.10, also miscellaneous supplies for the Central Library and branches \$1,457.98, for Binding \$23.30 and for Printing Department \$12.60.

Circulars No. 21 and 22 from the Mayor were received, read and ordered placed on file.

The President presented a receipt from the City Treasurer for securities amounting in value to Ninety-nine thousand, eight hundred and eighty-two and $\frac{26}{100}$ dollars (\$99,882.26), and a check for Three thousand nine hundred and $\frac{61}{100}$ dollars (\$3,900.61) being One hundred and seventeen and $\frac{74}{100}$ dollars (\$117.74) on account of principal of the legacy of One hundred thousand dollars (\$100,000) given to the Trustees under the Eleventh clause of the will of Josiah H. Benton, and Three thousand seven hundred and eighty-two and $\frac{87}{100}$ dollars (\$3,782.87) accrued interest on the same from the expiration of one year after the death of the testator to January 7, 1919, in full settlement of said legacy; and it was

Voted, that in accordance with the request of the testator, this legacy be funded as "The Children's Fund", the income to be applied when available to the purchase of books for the use of the young under the terms of the will, as follows:

"I give to the Trustees of the Public Library of the City of Boston One hundred thousand dollars (\$100,000) to be held as 'The Children's Fund' and the income applied to the purchase of books for the use of the young."

"And that it may always be known whether the income of this fund is applied to the purchase of books for the use of the young I direct that the provisions of this will giving the fund for that purpose be printed as a part of a library plate and placed in the front of each book purchased from said income before it is issued or permitted to be used."

Books and
supplies
purchase
authorized

Mayor's Circulars

Benton legacy
Receipt from
City Treasurer

Funded as "The
Children's Fund"

March 14, 1919

Benton legacy, as to
disposal of accrued
interest

Librarian's report

Hours and wages of
cleaning women, matter
laid on table

Bills, Library Building
Addition

Special privilege card

Report of Examining
Committee

On motion of Dr. Mann, it was

Resolved, that the Trustees of the Public Library of the City of Boston ask the judgment of the Corporation Council with regard to the proper and legal disposal of the accrued interest of Three thousand seven hundred and eighty-two and ⁸⁷/₁₀₀ dollars (\$3,782.87) on the legacy of One hundred thousand dollars (\$100,000) given to the Trustees under the Eleventh clause of the will of Josiah H. Benton, now in the hands of the City Treasurer.

The Librarian's report was read by him.

The matter of the wages and hours of cleaning women partially reported on by the Librarian, was laid upon the table.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisition therefor:

Chargeable to the appropriation for Central Library Building, Addition, amounting to One hundred and fourteen and ⁷⁰/₁₀₀ dollars (\$114.70).

A special privilege card was granted to Josiah H. Synnads.

The report of the Examining Committee was received, and ordered to be printed as a part of the annual report of the Trustees.

Dissolved:

Miss Jean Deery
Clerk.

Friday, March 21, 1919

March 21, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Barn, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of March 14, 1919 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 92, chargeable to city money to the amount of \$1087.04, to trust funds income \$1065.60 and to Delaware Athenaeum \$19.22; also miscellaneous supplies for the Central Library and branches \$253.49 and for Printing Department \$52.

The Librarian's report was read by him.

The Librarian reported the illness of Miss Sampson of the Codman Square Branch, and of Mr. Sullivan of the West End Branch; and on his recommendation, it was

Resolved, that Delene E. Sampson, second assistant at the Codman Square Branch, and Daniel J. Sullivan, janitor at the West End Branch, be granted leave of absence of two months, each, without loss of pay; on account of illness and in part compensation for long and faithful service.

In accordance with the request of the Board, the Librarian reported that the Supply Department of the City, under order of the Mayor, is unable to furnish any of the city departments with anthracite coal; and after consideration, it was

Resolved, that the President be requested to address a letter to the Mayor asking him to make an exception of the Library in the matter of coal supply, and allow the Trustees the use of anthracite.

Special privilege cards were granted to Mary H. Northend, Marion E. Park, W. B. Pratt, Inc., and the Westinghouse Electric and Manufacturing Company.

Dissolved:

Miss Jean Deery
Clerk.

Books and
Supplies
purchase
authorized

Librarian's report
Illness of Miss
Sampson and
Mr. Sullivan

Granted leave of
absence

Supply Department
cannot supply
anthracite

President to ask Mayor
to make exception of
Library

Special privileges

March 28, 1919

Friday, March 28, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of March 21, 1919 was read and approved.

Books and
supplies
purchase
authorize

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 913, chargeable to city money to the amount of \$597.01, to trust funds income \$353.76, and to Lowell Athenaeum \$66.08, also miscellaneous supplies for the Central Library and branches \$375.97 for Bindery \$10 and for Printing Department \$100.17.

The following communication from the Corporation Council was received, read, and order spread upon the records:

March 31, 1919

Corporation Council
opinion regarding
disposal of
accrued interest
on Benton legacy

Board of Trustees,
Boston Public Library,
Boston, Mass.

Gentlemen:

Your letter of March 17th to the Corporation Council, which contained a copy of the following vote: "That the Trustees of the Public Library of the City of Boston ask the judgment of the Corporation Council with regard to the proper and legal disposal of the accrued interest of \$3,782.87 on the legacy of \$100,000 given to the Trustees under the eleventh clause of the will of Josiah H. Benton, now in the hands of the City Treasurer,"

has been referred to me for instructions and reply.

The twelfth clause of the will provides that such income of the \$100,000 given by the eleventh clause and such income as is given by the twelfth clause of the will for the purchase of books, maps, and other library material shall be applied for those purposes only in years when the City appropriates for the maintenance of the Boston Public Library at least 3 per cent of the amount available for department expenses from taxes and income in said City; and further provides that in any year when the City does not appropriate at least 3 per cent of the amount available for department expenses from taxes and income in said City, the income given under said will for the purchase of books, shall be paid to the Rector of Trinity Church of the City of Boston to be dispensed by him in relieving the necessities of the poor. As the amount of \$3,782.87 is income for the year 1918, on the \$100,000 bequest given in the eleventh clause of the will, and as the City, during the year 1918, did not appropriate for the maintenance of the Boston Public Library 3 per cent of the amount available for department expenses from taxes and income, the accrued interest of \$3,782.87 should be paid by your Board to the Rector of Trinity Church in the City of Boston.

Very truly yours

(Signed) Joseph P. Lyons
Asst. Corporation Council

On motion of Mr. Carr, it was

March 28, 1919

Voted, that in accordance with the opinion expressed by the Corporation Council in the above letter, the sum of Three thousand Seven hundred and eighty-two and ⁸⁷/₁₀₀ dollars (\$3,782.87) accrued interest on the legacy of One hundred thousand dollars (\$100,000) given to the Trustees under the eleventh clause of the will of Josiah H. Benton, now in the hands of the City Treasurer, be paid to the Rector of Trinity Church in the City of Boston; and

Benton Legacy
accrued interest
1918 to be paid
to Rector of
Trinity Church

Voted, that in accordance with the opinion of the Corporation Council as expressed in his letter of March 21, 1919, the City Treasurer be requested to pay the accrued interest of Three thousand, seven hundred and eighty-two and ⁸⁷/₁₀₀ dollars (\$3,782.87) on the legacy of One hundred thousand dollars given to the Trustees under the eleventh clause of the will of Josiah H. Benton, now in his hands, to the Rector of Trinity Church in the City of Boston, to be by him dispensed in relieving the necessities of the poor, as provided for in the twelfth clause of said will.

City Treasurer
requested to
do so

The President presented a letter from the City Treasurer dated March 21, 1919, suggesting that the twenty One thousand dollar (\$1000) State of Massachusetts Coupon Bonds received from the Executors of the will of Josiah H. Benton in the legacy of One hundred thousand dollars (\$100,000) be exchanged into a registered bond or bonds payable to the Trustees; and on motion of Mr. Carr, it was

City Treasurer
suggests coupon bonds
Benton legacy be
exchanged for
registered bonds

Voted, that the City Treasurer be requested to cause the twenty One thousand dollar (\$1000) State of Massachusetts Coupon Bonds, payable to bearer, being part of the Josiah H. Benton legacy of One hundred thousand dollars (\$100,000) to be exchanged into a registered bond or bonds in the name of the Trustees of the Public Library of the City of Boston.

Requested to cause
this exchange

The Librarian's report was read by him.

Librarian's report

On recommendation of the Librarian, it was

Ordered, that the following grade increases in pay take effect March 28, 1919: Abraham Snyder, Catalogue Department \$17.25²⁵ to \$18.00 per week; Alice M. Kernan, Issue Department, Eight dollars (\$8) to Ten dollars (\$10) per week.

Made increases in
pay

On recommendation of the Librarian, it was

March 28, 1919

Employees to carry
over unexpended vacation
allowances.

Voted, that the following employees be permitted to carry over to 1919, unexpended balances of 1918 vacation allowance: Grace S. Murray, Rosindale Reading Room, seven days; Otto A. Heumann, Branch Department, eighteen days; and John H. Randson, Shop Department, twenty-four and a half days.

Employees' Benefit Assn.
Pension Committee

A petition from the Pension Committee of the Boston Public Library Employees' Benefit Association that the Trustees again include in their annual report a recommendation that fines collected by the Library on overdue books be placed at the disposal of the Trustees for the purpose of creating a pension fund for employees, was read and approved.

Warren Street Reading
Room, lease renewed

The Librarian was authorized to renew the lease of the premises occupied by the Warren Street Reading Room for a period of five years from May 1, 1919, at a sliding scale rental averaging eighty dollars (\$80) a month.

General Reading Room
petition for supply
of recent fiction

A petition from residents of the Fenwick district that a larger supply of recent adult fiction be placed upon the shelves of the Fenwick Reading Room, was received and read; and the Librarian reported on the same, with a statement of the number of volumes added to this reading room during the past year, and regarding the general policy in providing books for reading rooms; and it was

Voted, that the President be requested to reply to the petitioners, embodying in his letter the facts and figures presented by the Librarian.

Bills, London
account
approved

The following bills payable by draft on funds on deposit in London, having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to draw upon Messrs. Morgan, Grenfell & Company the necessary drafts therefor:

Edward G. Allen, Ltd.	£ 22. 10. 1
Catharine Board Street	1. 1. 0
Harold Reeves.	3. 0. 6
Demond Quaritch.	350. 3. 9
Dorson Line	£ 27. 30
J. Serpenti	2257. 55
Martinius Nijhoff	£ 523. 56

Draft of annual
report

The President presented a draft of the report for the year 1918-19 which was considered in part; and it was

Voted, that this meeting adjourn to Friday, April 4.

1919, at 4 o'clock p.m. to consider the report in its final form.

Adjourned:

Alma Jean Deery
Clerk.

March 28, 1919

Friday, April 4, 1919

April 4, 1919

An adjourned meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Adjourned meeting

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of March 28, 1919 was read and approved.

A communication from the Mayor, dated April 1, 1919, regarding the use of anthracite coal by the Library, was read and ordered placed on file.

Mayor regarding
anthracite coal

A communication from the Mayor dated April 3, 1919, suggesting that rails which formed a part of the dock in the old Guild Hall in Boston, England, recently presented to the City of Boston, be placed in the Library, was referred to the President for further investigation and report.

Mayor offers rails
of dock Old Guild
Hall, Boston, England

A communication dated March 29, 1919, addressed to the Librarian by Mr. Richard W. Hale, regarding the use of the basement of the Old South Meeting House for a business branch of the Library, was read and considered; and it was

Richard W. Hale
basement of Old
South Meeting House

Voted, that the President be requested to inform Mr. Hale that his letter was brought to the attention of the Trustees, and after discussion, the Trustees are of the opinion that they can take no action in the matter at present.

Voted, that the Librarian be requested to inform the Trustees what can be done to provide a place for employees of the Library to view the proposed parade of the 26th Division, A. C. D.

Parade of 26th Division
employees to view

The draft of the annual report for 1918-19 was taken up and considered, and revised, and adopted as the report of the Board.

Draft of annual
report, approved

Dissolved:

Alma Jean Deery, Clerk.

Friday, April 11, 1919

Friday, April 11, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the adjourned meeting of April 4, 1919 was read and approved.

Books and
Supplies
purchase
authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books List No. 914, chargeable to city money to the amount of \$1726.76, to trust funds income \$388.04, and to Belknap Athenaeum \$10.25, also miscellaneous supplies for the Central Library and branches \$2,099.77, for Bindery \$372.64, and for Printing Department \$59.23.

Mayor's Circular

Circular No. 24 from the Mayor was received, read and ordered placed on file.

West Roxbury, petition
from citizen regarding
new library building

A communication from the Mayor dated April 4, with reference to a petition of citizens of West Roxbury for a new library building; was read and referred to the Librarian for examination and report.

City Treasurer has paid
accrued interest on
Benton legacy to Rector
of Trinity Church

A communication was received from the City Treasurer dated April 4, informing the Trustees that in accordance with their vote of March 28, he had remitted to the Rector of Trinity Church in the City of Boston the sum of Three thousand seven hundred and eighty-two and $\frac{87}{100}$ dollars (\$3782.87) accrued interest on the J. H. Benton legacy of One hundred thousand dollars (\$100,000).

J. H. Atkins submits
design for
fountain

A communication dated March 30, from Mr. A. H. Atkins, submitting a design for a fountain for the courtyard of the Library, was read and ordered placed on file.

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Grade increases in pay:

Tena Means
Vida E. Brooker
Leah Perlis

Ordered, that the following grade increases in pay take effect at the dates named: Tena Means, Issue Department, Eight dollars (\$8) to Ten dollars (\$10) per week, April 11; Vida E. Brooker, Roslindale Reading Room, and Leah Perlis, Mt. Boston Reading Room, Nine dollars (\$9) to Ten dollars (\$10) per week, each, April 18.

Employed:

Walter Lyons
Mary B. Santino

Ordered, that the following persons be employed in the regular service: Walter Lyons, Special Libraries, and Mary B.

Friday, April 11, 1919

Issue, Issue Department, Eight dollars (\$8) per week, each.

On recommendation of the Librarian, Gertrude Griffin of the Parker Hill Reading Room was granted permission to carry over to 1919 an unexpended balance of fourteen days of 1918 vacation allowance.

The Librarian presented a request from John J. O'Brien of the Bindery for a leave of absence until June 1 next, without loss of pay, to aid in the raising of a fund for wounded soldiers, and on recommendation of the Librarian, it was

Voted, that the request be not granted.

A request from Mr. John A. Seunga, for the use of the Lecture Hall of the North End Branch for a series of lectures on Sunday afternoons beginning April 27, 1919, to be given under the auspices of the Italian Women's Advisory Committee of the Massachusetts Bureau of Immigration, was considered, and on recommendation of the Librarian, the request was granted under the usual conditions.

Special privilege cards were granted to Ramiro Ornatia, and Polly Prince.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Chargeable to the general appropriation amounting to Thirteen thousand, eight hundred and fifty-nine and $\frac{12}{100}$ dollars (\$13,859.12).

Chargeable to trust funds income amounting to One thousand, nine hundred and seventy and $\frac{14}{100}$ dollars (\$1,970.14).

On recommendation of the Librarian, it was

Voted, that the Employees' Benefit Association be permitted to use the Lecture Hall at the Central Library for a social entertainment, under such restrictions as the Librarian may prescribe.

Voted, that the next regular meeting of the Corporation be on Thursday, April 24, 1919, at 4 o'clock p.m.

Disposed:

Della Jim Deane
Clerk.

Gertrude Griffin to

carry over unexpended

vacation allowance

Request of J. J. O'Brien

for leave of absence

not granted

John A. Seunga, request

for use of lecture hall

No. End Branch, granted

Special privileges

Bills allowed and

ordered paid

Employees' Benefit

Assn. to use Lecture

Hall for social

entertainment.

April 24, 1919

Thursday, April 24, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connelley and Kenney.

The President Mr. Kenney in the chair.

The record of the Meeting of April 11, 1919 was read and approved.

Books and
supplies, purchase
authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 915, chargeable to city money to the amount of \$112.70, to trust funds income \$180.79, and to Fellows Athenaeum \$15.18; also miscellaneous supplies for the Central Library and branches \$570.75, for Binding \$3.10 and for Printing Department \$57.75.

Mayor's circular

Circular No. 25 from the Mayor was read and ordered placed on file.

Librarian's report

The Librarian's report was read by him.

Otto A. Heimann

The Librarian reported the death on April 1, 1919 of Otto A. Heimann of the Branch Department, and it was

death, money due
for salary to be paid
to his brother

Ordered, that the City Treasurer be authorized to pay to Albert Heimann, brother of Otto A. Heimann, late employee at the Central Library, the balance of salary standing to his credit on the Library Department payroll dated April 3, 1919: Fourteen and $\frac{33}{100}$ dollars (\$14.33) and on the Sunday and Evening payroll dated April 1, 1919: Nine dollars (\$9.00).

West Roxbury Branch

petition for new
library building

In accordance with the vote of April 11, the Librarian submitted a report on the petition of citizens of West Roxbury for a new library building, forwarded by the Mayor; and it was

Voted, that the President be requested to transmit the same to His Honor the Mayor in response to his communication of April 11, 1919.

Special privileges

A special privilege card was granted to Kenneth P. Leck of the Boston Elevated Railway Company.

Rails of clock from

Guild Hall, Boston

England, accepted

The President reported that he and the Librarian had examined the rails of the clock from the old Guildhall in Boston, England, offered to the Library by the Mayor on April 3, and found them to be suitable for permanent deposit in the Library;

April 24, 1919

and it was

Voted, that these rails be accepted, and that the Librarian select a suitable place for their installation in the Library building.

Ordered, that the Library be closed on Friday, April 25th, on account of the parade of the 26th Division, A. E. D.

Rails accepted

Library closed

Dissolved:

Willa Jean Davis
clerk.

Friday, May 2, 1919

May 2, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connelley, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of April 24, 1919 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 916, chargeable to city money to the amount of \$1037.43, to trust funds income \$230.00, and to Fellows Athenaeum \$13.11, also miscellaneous supplies for the Central Library and branches \$333.60.

Books and
supplies
purchase
authorized

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that Robert F. Dixon be temporarily appointed to the position of Shipper, made vacant by the death of Otto A. Heimann, with increase in pay from eighteen and $\frac{50}{100}$ (\$18.50) to twenty dollars (\$20) per week, to take effect when he begins the work of the position.

Robert F. Dixon
appointed shipper

Ordered, that the following grade increases in pay take effect May 2: Richard Brown, Branch Department, sixteen dollars (\$16) to eighteen dollars (\$18) per week, Cedric Heers, Issues Department, eight dollars (\$8) to ten dollars (\$10) per week.

Richard Brown
Cedric Heers
pay

On recommendation of the Librarian, it was

Voted, that the following persons be granted leave

May 2, 1919

Leave of absence

of absence without pay: Josephine A. Day, Issue Department, two months; Ethel E. Knowles, East Boston Branch, three months.

Florence E. McManus

to have a vacation of
two weeks

The Librarian reported the absence on account of the illness of Florence E. McManus of the Brighton Branch, and on his recommendation he was authorized to allow her a vacation of two weeks without loss of pay at such time as he thinks proper after her return to service.

Agency for domestic

books in place of

W. B. Clarke Company,

The Librarian submitted a report and recommendation with reference to a new agency for the supply of domestic books to take the place of the W. B. Clarke Company who discontinued business in 1918, and presented offers from Albert H. Hall, the Old Corner Bookstore, and De Wolfe & Fiske Company of Boston, and Baker & Taylor Company of New York. After consideration of these offers, it was

Terms of De Wolfe &

Fiske Company

accepted

Vote: that the Librarian be authorized to accept the terms offered by De Wolfe & Fiske Company, and enter into an agreement with them embodying the same, terminable on thirty days' notice by either party.

Purchase of broadsides

authorized

The Librarian reported that he had purchased at a sale of Historical Americana in New York on April 22nd, nineteen important broadsides, at a cost of Seven hundred and sixty-nine and $\frac{50}{100}$ dollars (\$769.50); and it was

Vote: that his action be approved and confirmed.

South Boston Branch

closed on May 3

On recommendation of the Librarian, it was Ordered: that the South Boston Branch and the Andrew Square and City Point Reading Rooms be closed on Saturday afternoon, May 3, from 1 to 6 o'clock, on account of a parade and celebration in honor of returning soldiers.

Dissolved.

Della Jean Deery

Date for annual

meeting of

Corporation

Monday, May 5, 1919

Date for annual meeting of the Corporation at 4 o'clock p.m.

Present: Mr. Conway, who adjourned the meeting to

Friday, May 9, 1919 at 4 o'clock p.m.

Adjourned:

Della Jean Deery

clerk.

Friday, May 9, 1919

Date for adjourned annual meeting of the Corporation at 4 o'clock p.m.

Present: Messrs. Connolly, Conway and Mann.

The President Mr. Conway in the chair.

On motion of Dr. Mann, it was

Vote: that owing to the absence of two members of the Board the annual meeting be adjourned to Friday, May 23, 1919 at 4 o'clock p.m.

Adjourned:

Della Jean Deery

clerk.

Friday, May 9, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Conway and Mann.

The President Mr. Conway in the chair.

The record of the meeting of May 2, 1919 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 917 chargeable to city money to the amount of \$845.73, to trust funds income \$69.76, and to Fellows' Attainment \$25.02, also miscellaneous supplies for the Central Library and branches \$221.30, for Binding \$148.43 and for Printing Department \$58.02.

The following communications from the Mayor's office were received, read and ordered placed on file: May 5, with reference to the acceptance of the rails of the dock from the old Guild Hall in Boston, England; May 6 and 7, with reference to a new library building for the West Roxbury Branch, and Circular No. 26, with reference to the Fifth Liberty Loan.

The Librarian's report was read by him.

On recommendation of the Librarian, the following requests for leave of absence without pay, were granted: John H. Reardon, Shelf Department, one month; and May L. Crosby, Catalogue Department,

May 9, 1919

Date for adjourned
annual meeting.

May 9, 1919

Books and supplies

purchase

authorized

Rails from dock

Old Guild Hall

Boston, England.

W. Roxbury Branch, need

of new building.

Mayor's Circular

Librarian's report

John H. Reardon

May L. Crosby,

leave of absence

May 9, 1919

Three months.

George W. Gallagher

James P. Cannon

pay

John J. Griffin

employed as marble
worker

Brylston Station R. R.

lease renewed

Bills approved

and ordered

paid

Librarian's annual

report

On recommendation of the Librarian it was
Ordered, that George W. Gallagher of the Bindery be paid
Twenty dollars (\$20) per week beginning May 5, and that James P. Cannon
be paid Twenty dollars (\$20) per week on his return to service in the
Bindery.

Ordered, that John J. Griffin be employed as marble worker
at Twenty-five (\$25) per week, beginning May 9.

The Librarian was authorized to employ under Civil Service
rules, an additional fireman at Twenty-four dollars (\$24) per week.

The Librarian was authorized to renew the lease of the premises
occupied by the Brylston Station Reading Room for a period of five years
with the privilege to terminate at the end of two years, at a yearly
rental of Three hundred and sixty dollars (\$360).

The following bills having been approved by the Librarian
and certified by the Auditor to be correct, were allowed and ordered
paid, and the President or Vice President authorized to sign the
necessary requisitions therefor:

Chargeable to the general appropriation amounting to
Nine thousand one hundred and twenty and $\frac{30}{100}$ dollars (\$9,120.30).

Chargeable to trust funds income amounting to One thousand
seven hundred and four and $\frac{67}{100}$ dollars (\$1,704.67).

The Librarian presented draft of his report for the year
1918-19.

Voted, that there be allowed and paid to J. J. Hurley Company,
the sum of Five hundred and ninety-one and $\frac{07}{100}$ dollars (\$591.07) the
same being payment in full for materials and labor furnished on the
Addition to the Central Library building June 15, 1917 to May 31, 1918, and
that the President or Vice President sign a request on the City Auditor for
a special draft in favor of said payment said amount to be charged to
the appropriation for Central Library Building, Addition.

Dissolved:

Della Jean Deery
clerk

Friday, May 16, 1919

May 16, 1919

The regular weekly meeting of the Corporation was
held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of May 9, 1919 was read and
approved.

The Librarian was authorized to purchase according to
lists submitted by him and to be placed on file, the following: Books,
List No. 918, chargeable to City money to the amount of \$1157.10, to trust funds
income \$470.33, and to Fellowship Allowance \$13.13, also miscellaneous supplies
for the Central Library and branches \$735.24, and for Bindery \$45.50.

Books and supplies
purchase
authorized

The Librarian's report was read by him.

On recommendation of the Librarian, the request of
Chester A. S. Fazakas of the Branch Department for a leave of absence
of one month without pay, in addition to vacation allowance, was
granted.

Chester A. S. Fazakas
leave of absence

The Librarian reported the death of Miss Sampson of the
Bodman Square Branch; and it was

Idolene L. Sampson
death, balance of
salary due

Ordered, that the City Treasurer be authorized to pay to
William G. A. Sampson, brother of Idolene L. Sampson, late employee of the
Bodman Square Branch Library, the balance of salary standing to his credit
on the Library Department payrolls.

A communication from the International Brotherhood of
Stationary Firemen regarding allowance of pay to watchman on account
of holidays, was referred to the Librarian for reply in accordance with his
report on the same, and from the Painters' and Carpenters' Unions regarding
increase in the union wage scale, which was referred to the Librarian
for investigation and report.

I. B. of S. F. pay for
watchman on
holidays

A special privilege card was granted to the Mason &
Hudson Company.

Special privileges

The Librarian's annual report was taken up for consideration,
and, subject to certain suggestions, approved; and it was

Librarian's annual
report,

Ordered, that the report of the Librarian as approved, together
with the report of the Trustees and the Examining Committee, be printed for
distribution.

approved

Dissolved: Della Jean Deery, clerk.

May 23, 1919

Date for adjourned
annual meeting

Friday, May 23, 1919

Date for adjourned annual meeting of the Corporation at
4 o'clock p.m.

Present: Messrs. Connolly, Kenney and Mann.

The President Mr. Kenney, in the chair.

On motion of Mr. Mann, it was

Voted, that owing to the absence of two members of the Board
the annual meeting be adjourned to Thursday, June 5, 1919 at 4 o'clock
p.m.

Adjourned.

Della Jean Deery
Clerk.

May 23, 1919

Friday, May 23, 1919

The regular weekly meeting of the Corporation was held in the
Smokers' room at 4 o'clock p.m.

Present: Messrs. Connolly, Kenney and Mann.

The President Mr. Kenney, in the chair.

The record of the meeting of May 16, 1919 was read and approved.

The Librarian was authorized to purchase according to lists
submitted by him and to be placed on file, the following: Books, List No. 919,
chargeable to city money to the amount of \$1005.93, to trust funds income
\$626.35, and to Fellowes' Account \$34.85; also miscellaneous supplies for
the Central Library and branches \$153.19, for Bindery \$168 and for Printing
Department \$18.25.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that the following increases in pay take effect

May 23, 1919:

Catalogue DepartmentLucian E. Taylor, \$23.97 to \$24.50 per week
Michael McCarthy, jr. \$22.00 to \$23.00 per week
S. Francis Brennan, \$21.00 to \$23.00 per week
Edwin D. Rice, \$21.00 to \$23.00 per weekShelf DepartmentGeorge H. Connor, \$21 to \$23 per week
John H. Pearson, \$21 to \$23 per weekOrdering DepartmentWilliam C. Mairs, jr. \$22.05 to \$23.50 per week
Christine Hayes, \$18 to \$19 per weekBooks and supplies
purchase authorized

Increases in pay

May 23, 1919

Thomas A. Masterson

pay

Increases in pay

Bindery

Theresa A. Masterson, \$17 to \$18 per week.

On recommendation of the Librarian, in accordance with the
Mayor's Circular No. 17 dated December 4, 1918, it wasOrdered, that the following increases in pay amounting to One
hundred dollars (\$100) a year in each case, take effect May 30, 1919:Executive DepartmentDella Jean Deery, \$12.50 to \$13.50 per year
Marion H. Cunningham, \$11.00 to \$12.00 " "
William D. A. Graham, \$13 to \$14.92 per week
Margaret K. Murphy, \$12 to \$13.92 " "
Linnet J. Mackin, \$11.50 to \$12.50 per year
Mary C. Brennan, \$11.50 to \$12.50 " "
Elizabeth M. Rosewood, \$3.50 to \$15.42 per weekCatalogue DepartmentJohn Murdoch, \$16.00 to \$17.00 per year
William M. Arnold, \$16.00 to \$17.00 " "
Lucian E. Taylor, \$24.50 to \$26.42 per week
Mary A. Johnson, \$12.00 to \$13.00 per year
Michael McCarthy, jr. \$23 to \$24.92 per week
E. Carolyn Morrill, \$20 to \$21.92 " "
M. Theresa Campbell, \$18 to \$19.92 " "
Elsie W. Coolidge, \$18 to \$19.92 " "
Dora L. Butler, \$18 to \$19.92 " "
Ida W. Gould, \$18 to \$19.92 " "
Esther Jensen, \$18 to \$19.92 " "
Elizabeth G. Barry, \$18 to \$19.92 " "
Ethel M. Doyle, \$17 to \$18.92 " "
Mary L. Crosby, \$16 to \$17.92 " "
Gladys E. Lake, \$16 to \$17.92 " "
Mary E. Prim, \$16 to \$17.92 " "
S. Francis Brennan, \$23 to \$24.92 " "
Edwin D. Rice, \$23 to \$24.92 " "
Abraham Angler, \$18 to \$19.92 " "Shelf DepartmentWilliam G. D. Roff, \$15.00 to \$16.00 per year
John D. Drake, \$10.00 to \$11.00 per year
George H. Connor, \$23 to \$24.92 per week
John H. Pearson, \$23 to \$24.92 " "
Joseph W. Ward, \$14.50 to \$16.42 " "
William A. McGowan, \$18 to \$19.92 " "
James L. Sullivan, \$18 to \$19.92 " "
William H. McCarthy, \$17 to \$18.92 " "
Katherine J. Graham, \$18 to \$19.92 " "
Anna G. Doman, \$14.50 to \$16.42 " "
Lorence E. Richards, \$14.50 to \$16.42 " "Ordering DepartmentEmily O. Trindoff, \$12.00 to \$13.00 per year
William C. Mairs, jr. \$23.50 to \$25.42 per week
Jelen G. Cushing, \$21 to \$22.92 per week
Christine Hayes, \$19 to \$20.92 per week
Margaret D. Collins, \$18 to \$19.92 " "
Margaret E. Sinclair, \$14 to \$15.92 " "
Harriet V. Mullory, \$14 to \$15.92 " "
William D. O'Hare, \$10 to \$11.92 " "Catalogue DepartmentAgnes E. Doyle, \$12.50 to \$13.50 per year
Michael J. Conroy, \$11.50 to \$12.50 " "
Sonny Gelokier, \$18 to \$19.92 per week
Edith A. von Schuyne, \$10 to \$11.92 " "Catalogue DepartmentPearce E. Buckley, \$16.00 to \$17.00 per year
William J. Mulloney, \$11.50 to \$12.50 " "
Katherine J. Sullivan, \$14.50 to \$16.42 per week
Dorothy E. Sullivan, \$14.50 to \$16.42 " "
Marie J. Gross, \$10 to \$11.92 " "

May 23, 1919

Newspaper Room

Frederic Seret, \$11.50 to \$12.50 per year
William A. McEnty, \$12 to \$13.92 per week

Patent Room

William J. Smith, \$11.50 to \$12.50 per year
Joseph A. Crooley, \$12 to \$13.92 per week

Periodical Room

Francis J. Finnigan, \$12.00 to \$13.00 per year
William E. Elegg, \$15.50 to \$17.42 per week
James M. Shatt, \$10 to \$11.92 " "

Statistical Department

Horace L. Wheeler, \$12.50 to \$13.50 per year
Morris J. Rosenberg, \$9 to \$20.92 per week

Special Libraries

Walter Rutland, \$26 to \$27.92 per week
George S. Maynard, \$12.00 to \$13.00 per year
Walter J. Smith, \$11.50 to \$12.50 " "
Barbara E. Mason, \$10.50 to \$11.50 " "
Annie G. Murphy, \$17 to \$18.92 per week
Margaret L. Cassidy, \$16.50 to \$18.42 " "
Mary H. Daley, \$14 to \$15.92 " "
James C. Smithers, \$10 to \$11.92 " "
Annie J. Fuller, \$10 to \$11.92 " "

Registration Department

John D. Leman, \$16.00 to \$17.00 per year
A. Francis Rogers, \$18 to \$19.92 per week
Joseph A. Haver, \$18 to \$19.92 " "
Eloise M. Hobbs, \$13 to \$14.92 " "
Catherine L. Kennedy, \$12 to \$13.92 per week
Alice M. Barry, \$12 to \$13.92 " "

Issue Department

Mary A. Sheridan, \$12.00 to \$13.00 per year
Mary A. Reynolds, \$17 to \$18.92 per week
Dora A. Smith, \$15.75 to \$17.67 " "
Julia R. Jaeger, \$14.50 to \$16.42 " "
Mary E. Mulvaney, \$15.00 to \$16.92 " "
Mary M. Barker, \$14 to \$15.92 " "
Beatrice Coleman, \$12 to \$13.92 " "
Josephine A. Day, \$12 to \$13.92 " "
Mary A. McDonald, \$12 to \$13.92 " "
Palmeria Piccolo, \$10 to \$11.92 " "
Ruth von Schuppen, \$10 to \$11.92 " "

Children's Department

Alice M. Jordan, \$15.00 to \$16.00 per year
Mary C. Day, \$10.00 to \$11.00 " "
Anna L. Manning, \$16 to \$17.92 per week
Elizabeth M. McNamee, \$13 to \$14.92 " "
Kathleen Barker, \$10 to \$11.92 " "

Language and Junior Department

Mary J. Mullen, \$18 to \$19.92 " "

Biology

Shirley A. MacIntosh, \$18 to \$19.92 " "

Branch Department

Alice W. Skene, \$12.50 to \$13.50 per year
Marion A. McEnty, \$18.50 to \$20.42 per week
Evelyn A. S. Fitzgibbon, \$18.50 to \$20.42 " "
Robert D. Quinn, \$18.50 to \$20.42 " "
Cecilia W. Kueffner, \$18 to \$19.92 " "
Cecilia L. O'Henry, \$17.50 to \$19.42 " "
Mabel M. Moore, \$17.00 to \$18.92 " "
Margaret M. Keenan, \$15.50 to \$17.42 " "
John M. Helton, \$11 to \$12.92 " "
Richard Brown, \$18 to \$19.92 " "

Brighton Branch

Marian W. Brockett, \$12.00 to \$13.00 per year
Ellen J. Egan, \$18 to \$19.92 per week
Dorothy E. McNamee, \$16 to \$17.92 per week
Margaret V. Romney, \$12 to \$13.92 per week

May 23, 1919

Charlestown Branch

Katherine S. Rogers, \$12.50 to \$13.50 per year
Annie M. Donovan, \$18 to \$19.92 per week
Beatrice M. Duggan, \$16 to \$17.92 " "
Margaret J. MacGowan, \$12 to \$13.92 " "

Codman Square Branch

Elizabeth P. Ross, \$12.00 to \$13.00 per year
Ruth B. Sather, \$17.25 to \$19.17 per week
Edith G. Davies, \$12 to \$13.92 " "

Dorchester Branch

Elizabeth J. Reed, \$12.00 to \$13.00 per year
Margaret S. Barton, \$18 to \$19.92 per week
Blair L. Jones, \$16 to \$17.92 " "
Anna G. Lynch, \$12 to \$13.92 " "
Annie J. Riley, \$11 to \$12.92 " "

East Boston Branch

Laura M. Cross, \$12.50 to \$13.50 per year
Alice M. Wray, \$18 to \$19.92 per week
Louise B. Bell, \$16 to \$17.92 " "
William A. Dickford, \$14.50 to \$16.42 per week
Eloise H. Callington, \$12 to \$13.92 " "
Ethel S. Knowles, \$12 to \$13.92 " "

Hyde Park Branch

Elizabeth Ainsworth, \$12.00 to \$13.00 per year
Nellie A. Stone, \$18 to \$19.92 per week
Gertrude E. M. Duggan, \$12 to \$13.92 " "
Edith Rich, \$10 to \$11.92 per week

Jamaica Plain Branch

Mary P. Swaine, \$12.00 to \$13.00 per year
Nellie S. Kelly, \$18 to \$19.92 per week
Alice B. O'Neill, \$16 to \$17.92 " "
Elizabeth M. Kelly, \$12 to \$13.92 " "

North End Branch

Edith Quenier, \$12.50 to \$13.50 per year (leave of absence)
Mary J. Kelley, while acting librarian, \$12.50 to \$13.50 per year
Gertrude Goldstein, \$17 to \$18.92 per week
Adeline Caranico, \$12 to \$13.92 " "
Annie L. Heenan, \$11 to \$12.92 " "
Cecilia M. Nazzaro, \$10 to \$11.92 " "

Roxbury Branch

Helen M. Bell, \$12.00 to \$13.00 per year
Katie D. Albert, \$18 to \$19.92 per week
Martha J. C. Perry, \$16.50 to \$18.42 per week
Sarah W. Grogg, \$14.50 to \$16.42 " "
Margaret A. Murphy, \$12 to \$13.92 " "

South Boston Branch

M. Florence Bufflin, \$12.50 to \$13.50 per year
Ellen A. Barton, \$18 to \$19.92 per week
Margaret A. Balman, \$16 to \$17.92 per week
Anna E. Lynch, \$14 to \$15.92 " "
Mary A. Sletten, \$15 to \$16.92 " "

South End Branch

Margaret A. Sheridan, \$12.50 to \$13.50 per year
Alice M. Ethick, \$18 to \$19.92 per week
Emma J. Lynch, \$16 to \$17.92 " "
Ellen C. MacNamee, \$14 to \$15.92 " "
Cecilia L. Maxwell, \$12 to \$13.92 " "
Mary V. McNamee, \$11 to \$12.92 " "
Cornelius J. Callahan, \$10 to \$11.92 " "

Uphams Corner Branch

Josephine E. Kenney, \$12.50 to \$13.50 per year (about on leave)
Mary J. Curley, \$18 to \$19.92 per week
While acting librarian \$12.00 to \$13.00 per year
J. Gertrude Donnelly, \$14 to \$15.92 per week
Caroline Curtis, \$12 to \$13.92 " "
Katherine D. McErick, \$12 to \$13.92 " "
Oliver M. Neilson, \$12 to \$13.92 " "
John L. Sullivan, \$12 to \$13.92 " "

May 23, 1919

West End Branch

Alice M. Robinson, \$12.50 to \$13.50 per year
 George W. Jones, \$10.50 to \$11.50 " "
 Emma Watson, \$18 to \$19.92 per week
 Rebecca Miller, \$16 to \$17.92 " "
 Margaret C. Sapping, \$16 to \$17.92 " "
 Mary E. Riley, \$14.50 to \$16.42 " "

West Roxbury Branch

Carrie L. Morse, \$12.00 to \$13.00 per year
 Rebecca L. Willis, \$18 to \$19.92 per week
 Mary J. Snow, \$16 to \$17.92 " "
 William M. Needham, \$12 to \$13.92 " "

Reading Rooms

Mary A. Hill, Station A, \$15 to \$16.92 per week
 Grace L. Murray, Station B, \$19 to \$20.92 " "
 Eric M. Plunkett, Station C, \$12 to \$13.92 " "
 Emma C. Carpenter, Station D, \$15 to \$16.92 " "
 Mary M. Sullivan, Station E, \$17 to \$18.92 " "
 Rachel E. Wetherell, Station F, \$17 to \$18.92 " "
 Elizabeth M. Knecht, Station G, \$12 to \$13.92 " "
 Katherine J. Muldown, Station H, \$17 to \$18.92 " "
 Alice C. Daley, Station I, \$12 to \$13.92 per week
 Margaret M. Reid, Station J, \$17 to \$18.92 " "
 Anna E. Tobin, Station K, \$11 to \$12.92 " "
 Cora L. Stewart, Station L, \$19 to \$20.92 " "
 Florence M. Guthrie, Station M, \$19 to \$20.92 " "
 Annie L. Smith, Station N, \$12 to \$13.92 " "
 Edith Gustafson, Station O, \$11 to \$12.92 " "
 Katharine M. Parker, Station P, \$17 to \$18.92 " "
 Beatrice C. McGuire, Station Q, \$17 to \$18.92 " "
 Helen R. Needham, Station R, \$11 to \$12.92 " "
 Edith R. Nickerson, Station S, \$17 to \$18.92 " "
 Mary Golden, Station T, \$12 to \$13.92 " "
 Edith L. Bullard, Station U, \$17 to \$18.92 " "
 Alice L. Murphy, Station V, \$19 to \$20.92 " "
 Gertrude J. Griffin, Station W, \$15 to \$16.92 " "
 Gertrude A. Connell, Station X, \$17 to \$18.92 " "

Ordered, that the following increases in pay to janitors, laborers and mechanics, take effect May 30, 1919

Engineers and Painter Department

Henry Kiederman, \$36.43 to \$38 per week
 John P. Malone, \$30 to \$33 " "
 Kilo J. Herland, \$28 to \$31 " "
 Spruett Lacey, \$28 to \$31 " "
 James E. Cannon, \$28 to \$31 " "
 George Zittel, \$28 to \$31 " "
 Charles W. Karlson, \$28 to \$31 " "
 Thomas J. Murphy, \$24 to \$27 " "
 Martin J. Quinn, \$24 to \$27 " "
 Walter M. Depton, \$24 to \$27 " "
 Richard Pierce, \$24 to \$27 " "
 John L. Williams, \$21 to \$24 " "
 Henry W. Frye, \$18 to \$21 " "
 Charles W. Murphy, \$18 to \$21 " "
 Patrick C. Kennedy, \$18 to \$21 " "
 William L. Colas, \$18 to \$21 " "
 Charles Wolford, \$18 to \$21 " "
 David G. J. Schramm, \$18 to \$21 " "
 William J. Hickey, \$18 to \$21 " "
 Thomas J. Sexton, \$18 to \$21 " "

James J. Kelley
 \$18 to \$21 per week

Thomas J. O'Hall, Brighton Branch, \$23 to \$26 " "
 Louis J. Moore, Charlestown Branch, \$23 to \$26 " "
 Everett J. Matthews, East Boston Branch, \$23 to \$26 " "
 John A. Brown, Hyde Park Branch, \$23 to \$26 " "
 Robert A. Powers, North End Branch, \$23 to \$26 " "
 William B. Nugent, Roxbury Branch, \$19.75 to \$22.75 " "
 John J. VanDusen, South End Branch, \$23 to \$26 " "
 Daniel J. Sullivan, West End Branch, \$21.25 to \$24.25 " "
 Edward Schwartz, West Roxbury Branch, \$11 to \$12.50 " "

May 23, 1919

The Librarian reported the absence of Robert F. Dixon of the Branch Department on account of illness, and on his recommendation it was

Voted, that Robert F. Dixon be allowed full pay during his absence from April 24 to June 1, on account of illness and in part compensation for long and faithful service.

The Librarian reported on the communication of the Carpenters' and Painters' Unions regarding increase in the Union scale of wages; that the Library now pays a higher rate to employees in this class than is paid in other departments of the City, and it was

Voted, that the President be requested to inform those Unions of the facts stated by the Librarian

The Librarian presented a communication from the Bookbinders' Union with reference to the pay of George W. Gallagher and James P. Cannon, and reported that he is not ready to recommend the payment of full Union wages to those men at present, but will do so at a later date when they have shown their ability to perform their work satisfactorily to the Chief of the Bindery, which condition he understands to be satisfactory to the men and to the Union; and it was

Voted, that the Bookbinders' Union be informed of the statement of the Librarian.

Special privilege cards were granted to Dr. G. B. Russell, the Deaver-Horland Press, and Woodbury & Stuart.

Voted, that the next meeting of the Corporation be on Thursday, June 5, 1919 at 4 o'clock p.m.

A committee of the Central Labor Union appeared in behalf of the women cleaners respecting their hours and wages.

Dissolved:

Aella J. O'Connell
 Clerk.

Robert F. Dixon
 leave of absence

Carpenters' and Painters' Unions, wages

George W. Gallagher
 James P. Cannon
 wages of

Special privileges

Cleaning women, hours and wages.

June 5, 1919

Date for adjourned
annual meeting

Thursday, June 5, 1919

Date for adjourned annual meeting of the Corporation at
4 o'clock p.m.There being no quorum, the President adjourned the meeting to
Friday, June 13, 1919 at 4 o'clock p.m.Della Jean Deery
Clerk

June 5, 1919

Date for regular
weekly meeting

Thursday, June 5, 1919

Date for regular weekly meeting of the Corporation at
4 o'clock p.m.There being no quorum the President adjourned the meeting to
Friday, June 13, 1919 at 4 o'clock p.m.Della Jean Deery
Clerk

June 13, 1919

Friday, June 13, 1919

Date for adjourned annual meeting and regular weekly
meeting of the Corporation postponed by the President to Monday, June
16, 1919 at 3 o'clock p.m.

Della Jean Deery, Clerk

June 16, 1919

Date for adjourned
annual meeting

Monday, June 16, 1919

Date for adjourned annual meeting of the Corporation
at 3 o'clock p.m.

Present: Messrs. Connolly and Mann.

There being no quorum the meeting was adjourned to
Thursday, June 19, 1919 at 2 o'clock p.m.Della Jean Deery
Clerk

June 16, 1919

Date for regular
weekly meeting

Monday, June 16, 1919

Date for regular weekly meeting of the Corporation at 3 o'clock p.m.
Present: Messrs. Connolly and Mann.
There being no quorum the meeting was adjourned to Thursday, June 19, 1919
at 2 o'clock p.m.
Della Jean Deery, Clerk

June 19, 1919

Date for adjourned
annual meeting

Thursday, June 19, 1919

Date for adjourned annual meeting of the Corporation.

Present: Messrs. Connolly, Kinnery and Mann.

The President Mr. Kinnery in the chair.

Voted, that the meeting be adjourned to Friday, September
26, 1919, at 4 o'clock p.m.

Adjourned:

Della Jean Deery
Clerk

June 19, 1919

Thursday, June 19, 1919

An adjourned weekly meeting of the Corporation was
held in the Trustees' room at 2 o'clock p.m.

Present: Messrs. Connolly, Kinnery and Mann.

The President Mr. Kinnery in the chair.

The records of the meetings of May 23, 1919 and of
the adjourned meetings of June 5 and June 16, 1919 were read and
approved.On June 5, there being no quorum, the President took the
following action subject to confirmation by the Board at a later date."The Librarian was authorized to purchase according to lists submitted
by him and to be placed on file, the following: Books, List No. 920,
chargeable to city money to the amount of \$1987.80, to trust funds income
\$458.65, and to Ellons Athenaeum \$19.64; also miscellaneous supplies for
the Central Library and branches \$9496.34, for Binding \$12.60
and for Printing Department \$25.86."Special privilege cards were granted to E. J. Flattery
company and to Rexford D. Zucker."Voted, That the action of the President as read, be
approved and confirmed.Circulars No. 27, 28 and 29 from the Mayor's
office were received, read and ordered placed on file.The Librarian was authorized to purchase
according to lists submitted by him and to be placed on file, the
following: Books, List No. 921, chargeable to city money to the
amount of \$727.24, to trust funds income \$247.51 and to Ellons

Action of President

June 5, no quorum

Books and supplies

Special privileges

Action approved

Circulars from
Mayor's office

Books and supplies

June 19, 1919

Athenaeum \$15.93; also miscellaneous supplies for the Central Library and branches \$1506.86, for Bindery \$224.60, and for Printing Department \$338.58.

Holiday pay for
watchmen

A communication from the International Brotherhood of Stationary Firemen, dated June 9, in relation to holiday pay for watchmen, was received and read; and the clerk was directed to acknowledge receipt by the Trustees of the same.

Librarian's report

The Librarian's report was read by him.

Increases in pay:

Mary V. Doyle,

On recommendation of the Librarian, it was
Ordered, that the following increases in pay take effect at the dates named: Mary V. Doyle, Issue Department, Ten dollars

Annie M. Twomey

(\$10) to Eleven and $\frac{92}{100}$ dollars (\$11.92) per week, May 30, Annie M. Twomey,

Mary J. Kilroy

Mary J. Kilroy, and Annie M. Brannon, Issue Department, and Stella

Stella M. Pistorio

M. Pistorio, Special Libraries, Eight dollars (\$8) to Ten dollars (\$10) per week,

Annie M. Brannon

each, June 20; and Francesca C. Connolly, Charlestown Branch, Nine dollars (\$9) to Ten dollars (\$10) per week, June 20, 1919.

Francesca C. Connolly

Ordered, that the pay of Robert D. Dixon, shipper, be
Twenty-one and $\frac{92}{100}$ dollars (\$21.92) per week, beginning June 2, 1919.

Employed:

Bernard O'Brien

Ordered, that the following persons be employed in the
regular service at the dates named: Bernard O'Brien, fireman, Central
Library, Twenty-seven dollars (\$27) per week, June 6, Florence B. Weinstein,

Florence B. Weinstein

Branch Department, Ten dollars (\$10) per week, June 20, Lillian M. Garufi, South

Lillian M. Garufi

Boston Branch, Nine dollars (\$9) per week, June 20, Amelia R. Brady, Hyde

Amelia R. Brady

Park Branch, Ten dollars (\$10) per week, June 27.

To fill a vacancy in the Branch Department caused
by the transfer of Robert D. Dixon to the shipping room, it was

Helen M. Hilton

Ordered that Helen M. Hilton be assigned to the work,
with increase in pay to Fourteen dollars (\$14) per week, maximum,
beginning June 20.

promoted

Kathleen Carter

To fill a vacancy at the Charlestown Branch, it was
Ordered, that Kathleen Carter be transferred from the
Children's Department to this position, without present change in pay.

promoted

Pay: George W. Gallagher

Ordered, that the pay of George W. Gallagher and
James P. Gannon of the Bindery be increased from Twenty dollars
(\$20) to Twenty-seven dollars (\$27) per week, each, beginning June
20.

James P. Gannon

June 19, 1919

Increases in pay:

Ordered, that the following increases in pay to
employees in the Bindery to conform to trade union rates, take
effect June 27: William P. Henskeat, John J. O'Brien, William
A. Swan, Frank H. Callahan, William Connell, Fred J. Drew,
Maurilian L. Eichhorn, Ralph E. Ford, George W. Gallagher, James P.
Gannon, John J. Griffin, Jr., John J. Hensworth, George Hoeffner, John
J. Murphy, John H. Watson, William Wendell, Twenty-seven dollars
(\$27) to Thirty-one dollars (\$31) per week, each, Ellen F. Potts,
Sixteen dollars (\$16) to Eighteen and $\frac{88}{100}$ dollars (\$18.88) per week,
Alice M. Abely, Mary L. Coffey, Joanna Doiron, Catherine J. Donnelly,
Zenobia Felton, Annie D. Flynn, Margaret J. Kiley, Anna L. McDermott,
Mary S. McElaney, Alice M. Morris, Mary G. Murphy, Josephine Sullivan,
Lucy E. Soule, Fourteen dollars (\$14) to Sixteen and $\frac{88}{100}$ dollars (\$16.88)
per week, each, and Heloise G. Komey, Twelve dollars (\$12) to
Fourteen and $\frac{88}{100}$ dollars per week.

Ordered, that James S. Kennedy of the Special Libraries,
now absent on military duty, be paid Thirteen and $\frac{92}{100}$ dollars (\$13.92)
per week on his return to service.

Ordered, that Frances H. Goddard be re-appointed
to the position in the Ordering Department formerly held by her, at
Eighteen dollars (\$18) per week; subject to receipt by the Li-
brarian of a certificate from her physician of her physical fitness to
resume work.

Ordered, that the allowance for extra service in the
Branch Department be increased from Ten dollars (\$10) to Twelve
dollars (\$12) per week.

The Librarian reported the absence on account of illness
since April 11, of Mr. Rice of the Catalogue Department; and on his
recommendation, it was

Voted, that Edwin S. Rice of the Catalogue Department
be granted full pay for six weeks and half-pay for two weeks
during his absence, beginning April 25, on account of illness
and in part compensation for long and faithful service.

The matter of hours and wages of cleaning women
was taken from the table, and considered in connection with a
communication dated June 2 from the Central Labor Union relating

William P. Henskeat
John J. O'Brien
William A. Swan
Frank H. Callahan
William Connell
Fred J. Drew
Maurilian L. Eichhorn
Ralph E. Ford
George W. Gallagher
James P. Gannon
John J. Griffin
John J. Hensworth
George Hoeffner
John J. Murphy
John H. Watson
William Wendell
Ellen F. Potts
Alice M. Abely
Mary L. Coffey
Joanna Doiron
Catherine J. Donnelly
Zenobia Felton
Annie D. Flynn
Margaret J. Kiley
Anna L. McDermott
Mary S. McElaney
Alice M. Morris
Mary G. Murphy
Josephine Sullivan
Lucy E. Soule
Heloise G. Komey

James S. Kennedy

Frances H. Goddard

reappointed

Extra service,

Branch Department

Edwin S. Rice; illness

leave of absence

Cleaning women

hours and wages

June 19, 1919	to the same; and on recommendation of the Librarian, it was
Cleaning Women pay increased	Ordered, that the hourly rate of pay for cleaning women be increased from thirty (30) to forty (40) cents an hour, beginning June 21, and that their allowance for carfare be continued.
Edith Guerrier Supervisor of Circulation	On recommendation of the Librarian, it was Ordered, that Edith Guerrier be appointed Supervisor of Circulation, at a salary of Two thousand dollars (\$2000) a year, beginning September 1, 1919.
Roslindale Reading Room rated as a branch, pay of assistants	On recommendation of the Librarian, it was Ordered, that the Roslindale Reading Room be rated as a branch, beginning September 1, 1919, and that the pay of Grace L. Murray, Librarian be increased from Twenty and $\frac{92}{100}$ dollars (\$20.92) per week to Thirteen hundred dollars (\$1300) per year; Jessie M. Plunket, first assistant, from Thirteen and $\frac{92}{100}$ dollars (\$13.92) to Sixteen dollars (\$16) per week; and that an additional regular assistant be employed at Ten dollars (\$10) per week.
Warren Street Reading Room rated as a branch, pay of assistants	Ordered, that the Warren Street Reading Room be rated as a branch, beginning September 1, 1919; and that the pay of Florence M. Bothune, Librarian, be increased from Twenty and $\frac{92}{100}$ dollars (\$20.92) per week to Thirteen hundred dollars (\$1300) per year; Lisette Sauck, first assistant from Thirteen and $\frac{92}{100}$ (\$13.92) to Sixteen dollars (\$16) per week; and an additional regular assistant be employed at Ten dollars (\$10) per week.
Vacation allowance to employees on account of influenza	On recommendation of the Librarian, it was Voted, that employees who because of the epidemic of influenza had used their entire vacation allowance to May 1, 1919, be granted an additional vacation of two weeks with pay; and employees who on May 1, 1919 had less than two weeks vacation allowance remaining, be granted additional days to make two weeks, without ^{loss of} pay; on presentation of a physician's certificate that the absence from duty was because of the epidemic; it being understood that this does not refer to individual cases of absence on account of other illness, but only to the wide-spread epidemic of influenza.
Branches, summer hours	The Librarian presented a schedule of summer hours for branches and reading rooms, which was approved. The Librarian was requested to represent the Library

at the forthcoming annual conference of the American Library Association at Asbury Park, N. J. June 23 to 28, 1919; and on this recommendation, it was	June 19, 1919 A. L. A. Librarian and certain employees to attend annual conference
Voted, that employees approved by Chiefs of Departments, be allowed time to attend this conference without loss of pay.	
The Librarian was authorized to expend Five thousand dollars (\$5000) for the purchase of children's books during the summer, in addition to the usual and regular purchase of children's books for the current year, the amount to be charged to the general appropriation.	Children's books additional purchases
He was authorized to expend One thousand dollars (\$1000) for the purchase of books and manuscripts at the sale of the Phillips library in London, June 24 to 27; and to expend a sum not exceeding Six hundred dollars (\$600) for items at the Hickels' sale in Philadelphia, June 26; these amounts to be charged to trust funds income.	Books and manuscripts purchase authorized
On recommendation of the Librarian it was Voted, that the Rules and Regulations be amended as follows:	Rules and Regulations amended
Article I, Section 2 (Of persons permitted to use the Library) First paragraph to read: "Adult residents of Boston" instead of "Inhabitants of the City of Boston above the age of ten years"; and by adding as the Second paragraph the words: "Children who have reached the third school grade in Boston schools and are able to sign the proper application and agreement."	Children permitted to register for cards
A communication from the Library Employees' Union dated June 5, was received and read; and it was	Library Employees Union, communication
Voted, that the receipt of the same be acknowledged.	
Special privilege cards were granted to Paul H. Sursey, Reuben Greene, Lynn J. Redcliffe, and Marie Shedlock.	Special privileges
The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:	Bills allowed and ordered paid.
Chargeable to the general appropriation amounting to Twelve thousand three hundred and ninety-three and $\frac{70}{100}$ dollars (\$12,393.70).	

June 19, 1919

Librarian to contract
for labor and repairs
during summer

Chargeable to trust funds income amounting to Six Hundred and Sixty and $\frac{31}{100}$ dollars (\$660.31).

Voted, that the Librarian be authorized to contract for such labor and repairs as may be necessary during the summer months; and if necessary, to employ substitute service in the case of employees absent without pay, and vacancies in the service, within the limit fixed by the salary schedule.

Committee of Trustees
to act during summer

Voted, that until further action to the contrary, any two members of the Board be a committee with power to approve the lists of books and miscellaneous supplies submitted for purchase, and lists of books acquired other than by purchase and recommended by the Librarian to be catalogued; and that the President, Vice President, or any member of the Board be authorized to sign payrolls, and bills entering into the August 1st, September 1st and October 1st requisitions, and special drafts included therein.

Voted, that the next regular meeting of the Corporation be on Friday, September 26, 1919.

Disclosed:

Della Jean Deery
Clerk.

September 26, 1919

Annual meeting

Friday, September 26, 1919

The adjourned annual meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney, Kirstein and Mann

The President Mr. Kenney in the chair.

The following communication was received and read:

"Office of the City Clerk

City Hall, August 15, 1919

"Trustees of the

"Boston Public Library:-

"I hereby certify that

"Louis E. Kirstein

Louis E. Kirstein
appointed trustee

September 26, 1919

"having been duly appointed a Trustee of the
"Public Library for the term ending April 30, 1921.
"appeared on August 7, 1919, and was sworn as such
"officer.

Attest:

(signed) "W. J. Doyle,
"Asst. City Clerk."

The records of the meeting of May 10, 1918, and of the adjourned meetings of May 5, 9, 23, June 5, 13, 16 and 19, 1919 were read and approved.

The Corporation proceeded to the election of officers by viva voce vote as follows:-

First vote for clerk: Mr. Carr voted for Della Jean Deery, Father Connolly voted for Della Jean Deery, Mr. Kenney voted for Della Jean Deery, Mr. Kirstein voted for Della Jean Deery, Dr. Mann voted for Della Jean Deery, who was declared elected clerk, and qualified for office by taking and subscribing the following oath.

I, Della Jean Deery, solemnly swear that I will well and faithfully perform all the duties incumbent upon me as clerk of the Trustees of the Public Library of the City of Boston.

Della Jean Deery

Suffolk SS Subscribed and sworn to this 26th day of September, A. D. 1919.

Before me:

Frank C. Blaisdell
Notary Public

First vote for President: Mr. Carr voted for William F. Kenney, Father Connolly voted for Samuel Carr, Mr. Kenney voted for Arthur D. Connolly, Mr. Kirstein voted for Samuel Carr, Dr. Mann voted for William F. Kenney.

Mr. Carr stated that owing to ill health he must withdraw his name from consideration.

Second vote for President: Mr. Carr voted for William F. Kenney, Father Connolly voted for Alexander Mann, Mr. Kenney voted for Alexander Mann, Mr. Kirstein voted for Alexander Mann, Dr. Mann voted for William F. Kenney.

Dr. Mann thanked the Trustees and stated that owing to

Election of officers
Della Jean Deery
Clerk

First vote for President

Second vote for President

September 26, 1919

pressure of other duties he must decline the appointment.

On motion of Father Connolly, seconded by Mr. Kirstein, it was

William F. Kenney

to serve

Third vote for President

William F. Kenney

elected

Voted, that William F. Kenney serve as President for the rest of the year and until the next annual meeting of the Corporation.

Third vote for President: Mr. Barr voted for William F. Kenney, Father Connolly voted for William F. Kenney, Mr. Kenney voted for Samuel Barr, Mr. Kirstein voted for William F. Kenney, Dr. Mann voted for William F. Kenney; and William F. Kenney was declared elected President.

Mr. Kenney in thanking the Board for his re-election stated that he had intended to inform the Board that he would not be a candidate for election to the Presidency of the Board another year; that he had given unsparingly of his time and energy to the duties of the office and felt that he could not in fairness to his other business longer continue to act as President.

First vote for Vice President

Samuel Barr

elected.

First vote for Vice President: Mr. Barr voted for Alexander Mann, Father Connolly voted for Samuel Barr, Mr. Kenney voted for Samuel Barr, Mr. Kirstein voted for Samuel Barr, Dr. Mann voted for Samuel Barr, and Samuel Barr was declared elected Vice President.

There being no further business the meeting was dissolved.

Alexander Mann
Clerk.

September 26, 1919

Friday, September 26, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 4.30 o'clock p.m.

Present: Messrs. Barr, Connolly, Kenney, Kirstein and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of June 19, 1919 was read and approved.

The report of the committee of the Trustees authorized to act in behalf of the Board during the summer was received and read, as follows:

"The committee authorized on June 19, 1919 to act in behalf of the Board during the summer months, has consisted of Messrs. Connolly, Kenney and Mann; and reports that the following purchases have been approved:

"Books, Lists No. 922, 923 and 924, chargeable to city money to the amount of \$7,276.53, to trust funds income \$469.67, and to Delaware Athenaeum \$27.27, also miscellaneous supplies for the Central Library and branches \$5,745.20, for Bindery \$1,678.89 and for Printing Department \$244.55.

"That bills were allowed and paid as follows:

"August 1st requisition, chargeable to the general appropriation, amounting to \$9,481.48, and to trust funds income \$1,032.54;

"September 1st requisition, chargeable to the general appropriation, amounting to \$12,076.16, and to trust funds income \$539.65;

"October 1st requisition, chargeable to the general appropriation, amounting to \$16,474.38, and to trust funds income \$836.44.

(signed)

William F. Kenney
Arthur J. Connolly
Alexander Mann

Committee.

Voted, that the report be accepted and the action approved and confirmed.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following:

Books, List No. 925, chargeable to city money to the amount of \$2705.72, to trust funds income \$487.84 and to

Report of committee of Trustees

Books and supplies purchased

Bills allowed and paid

Report accepted

Books and supplies purchase authorized

September 26, 1919

Followes Athenaeum \$90.07, also miscellaneous supplies for the Central Library and Branches \$1432.04, for Bindery \$21.67, and for Printing Department \$44.55.

Mayor's circulars

Circular No. 31 from the Mayor's office was received and ordered placed on file.

East Boston, request for
Establishment of another
branch.

Librarian's report

A communication dated September 8 was received from Representative Thomas A. Miland of East Boston, requesting that a branch of the Library be established in the Cheverus School; and the Librarian reported that while a reading room in that district would doubtless be of great use, it is not expedient to establish one in a school building; and he recommended that the petitioner be informed that an examination is now being made not only of East Boston but of the entire city, to determine whether existing branches and reading rooms are now placed in the most desirable location, and also the need of additional reading rooms, to be considered in preparing the next budget.

Report and recommendation
adopted.

On motion of Dr. Mann, it was Voted, that the report and recommendation be approved, and that a reply be made to Representative Miland based upon the same.

Cleaning outside of
building, cost and
advisability of

An order from the City Council dated July 21, that the Trustees of the Library through their Honor the Mayor report to the Council as to the cost and advisability of cleaning the outside of the Library building by the sand blast process, was referred to the Librarian for examination and report, together with a report on other methods of cleaning and estimates of expense of the same.

Women cleaners

hours and wages

A communication from the Central Labor Union dated July 22, regarding the rating of women cleaners employed in the Library was read and laid upon the table.

Request of photographs
and negatives

The President reported notice of a bequest to the Library under the will of Anna Chadbourne Hughes of a collection of photographs and negatives.

The President reported that on July 12th and 19th there was printed in the City Record an advertisement for proposals for repairing the roof and other parts of the arcade in the courtyard of the Central Library building, this work being recommended

in the report of Jay Gale and provided for in the budget.

That on July 23rd, at 12 o'clock noon, the following proposals were opened publicly by the Librarian:

Robert E. Conins	\$5.161
James E. Brooke	7.970
W.A. Mustfoot Company	8.283
John Sarguehar Sons, Inc.	10.175

That after investigation and on recommendation of Jay Gale, Architects, the proposal of Robert E. Conins for \$5.161 was accepted, and on July 30th a contract with him was executed in the name of the Trustees, approved by the Mayor and Corporation Council.

On motion of Mr. Carr, it was

Voted, that the action of the President in this matter be approved and confirmed.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that the following persons be employed in the regular service: Herbert M. Connors and Pearl Yercovitz, Issue Department, eight dollars (\$8) per week each; George E. Johnson, Special Libraries, twelve dollars (\$12) per week, and Bella Steinberg, West End Branch, ten dollars (\$10) per week.

Ordered, that the following increases in salary take effect at the dates named: James P. Movers, Bindery, fourteen dollars (\$14) to thirty-one dollars (\$31) per week, trade union rate, September 15; Eleanor S. Schlafer and Santa M. Costa, Issue Department, eight dollars (\$8) to ten dollars (\$10) per week, each, September 26.

Ordered, that James S. Kennedy be assigned to regular service in the Shelf Department, at a present salary of eighteen and ⁹²/₁₀₀ dollars (\$18.92) per week.

The Librarian reported the death of Edwin F. Rice of the Catalogue Department; and on his recommendation to fill the place thus made vacant, it was

Ordered, that Abraham Snyder of the Catalogue Department be promoted to the position of curator of the public catalogue, with increase in pay from nineteen and ⁹²/₁₀₀ dollars

September 26, 1919

President's report on

Repairs to Arcade

Roofs bids opened

Robert E. Conins' bid

accepted: contract
executed for work.

Action approved

Librarian's Report

Employed:

Herbert M. Connors

Pearl Yercovitz

George E. Johnson

Bella Steinberg

Increases in pay:

James P. Movers

Eleanor S. Schlafer

Santa M. Costa

James S. Kennedy

transferred to Shelf

Department

Edwin F. Rice,

death

Abraham Snyder

promoted

September 26, 1919

William F. A. Archam

promoted

Electric Heers

promoted

Increases in pay

Engineer Department

Printing Department

Request Mayor to add
amount of above
increases to budget

Josephine E. Kenney

transferred to North
End Branch

(\$19.72) to Twenty-two and $\frac{42}{100}$ dollars (\$22.42) per week; William J. R. Graham from the Executive to the Catalogue Department, with increase in pay from ~~Seventeen and $\frac{72}{100}$~~ dollars (\$17.72) to Fifteen and $\frac{75}{100}$ dollars (\$15.75) per week; and Fredric Heers, from the Issue to the Executive Department with increase in pay from Ten dollars (\$10) to Twelve dollars (\$12) per week, to take effect September 26.

The Librarian presented a list of trade union increases in pay due to employers in the Printing and Engineer Departments under schedules adopted by their unions and approved by the Mayor in August last; and it was

Ordered, that such increases be allowed, as follows:

Engineer Department

John P. Malone, 1st assistant engineer
\$23 to \$29 per week,
Nels J. Herland, Garrett Lacey, James E. Lemmon,
and George Zittel, assistant engineers, and
Charles E. Karlson, electrician,
\$31 to \$37 per week, each, beginning August 15, 1919;
Thomas J. Murphy, Martin J. Quinn, and Donald O'Brien,
firemen, and Walter M. Leighton and Richard Pierce,
watchmen, \$27 to \$30 per week, each, beginning August 15, 1919;
John J. Griffin, marble workers,
\$25 to \$33.55 per week, beginning October 1, 1919.

Printing Department

Emile Hofman, cylinder pressman,
\$29 to \$35.50 per week, Aug. 4, 1919 to Jan. 4, 1920
\$35.50 to \$37.50 per week, beginning January 4, 1920;
George H. Searley, job pressman
\$25.50 to \$32 per week, Aug. 4, 1919 to Jan. 4, 1920
\$32 to \$34 per week, beginning January 4, 1920
George V. Aker, and
James Rany, linotype operators
\$29 to \$35 per week, August 11, 1919 to January 4, 1920
\$35 to \$37 per week, beginning January 4, 1920;
Mary J. M. Boyle, compositor
\$28.81 to \$31.42 per week, August 4, 1919 to January 4, 1920
\$31.42 to \$33.21 per week, beginning January 4, 1920.

On motion of Mr. Mann, it was

Voted, that the Trustees present to the Mayor a statement of these salary increases and a request that the total increase in the Library payroll on account of the same be added to the appropriation for salaries allowed in the Budget for 1919-20.

On recommendation of the Librarian, it was

Ordered, that Josephine E. Kenney, librarian of the Upham's Corner Branch be transferred to the librarianship of the North End Branch to fill the vacancy created by the promotion of Edith Guerrier; and that Mary F. Kelley, acting librarian

September 26, 1919

Mary F. Kelley

librarian Upham's
Corner Branch

Deposits to department
stores, etc.

Police strike, reduction
of hours

Plymouth Public
Library ask for
loan of rail from
Boston, England

Special privilege
cards

Robert E. Conins
first payment on
contract

of the North End Branch be appointed librarian of the Upham's Corner Branch; to take effect October 1, without change in pay.

The Librarian reported a proposed plan of cooperation with the libraries of greater Boston for supplying deposits of books to large employers of labor in Boston, such as Jordan Marsh Company, Filenes', the United Drug Company. The plan received the informal approval of the Board.

The Librarian reported regarding the situation at the Library on account of the police strike: that during the period September 10 to 16 he had closed the Library daily at 6 o'clock p.m.; and that under authority of the President he had continued the pay of all employees in the evening service during that time. His action was approved and confirmed.

The Librarian presented a letter addressed to him by the President of the Trustees of the Plymouth Public Library asking for the loan to Plymouth during the Tercentenary celebration, of the rail from the dock in the old Guildhall of Boston, England, recently deposited in the Boston Public Library; and he was requested to reply that the rail is the property of the City of Boston and not of the Library.

Special privilege cards were granted to Harry E. Brown, Helen B. Chapsin, Ruth E. Clark, Edward H. Crosby, The Everett Press, William H. Field & Company, Nathan Isaacs, Daniel E. Kennedy, The Lamson Company, Alice L. Manning, Albert W. Meyer, Timothy C. Murphy, Chandler R. Post, Emil Schwab, Deamans & Cobb Company, Walter D. Snow Staff, Walworth Mfg. Company, Francis H. Wilkinson, Horie Wu Wu, Arthur J. Zschokke.

Voted, that there be allowed and paid to Robert E. Conins the sum of \$1781.60, the same being the first payment on contract dated July 30, 1919 as per architects' certificate dated September 24, 1919; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment said amount to be charged to the appropriation for Library Department, 1919-20.

Dissolved:

Alma Jean Deery
clerk.

October 3, 1919

Friday, October 3, 1919

The regular weekly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Connolly, Kenney, Kirshtein and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of September 26, 1919 was read, amended and approved.

Books and supplies

Purchase authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, list No. 926, chargeable to city money to the amount of \$685.14, to trust funds income \$136.31 and to Jellison's account \$14.79; also miscellaneous supplies for the Central Library and branches \$1421.87, for Bindery \$176.64 and for Printing Department \$28.80.

Branches for Sargent

Corridor, suggestion

A communication, dated September 24 from Miss Clara A. Menaker, suggesting that benches be placed in the Sargent Corridor, was referred to the Librarian for examination and report.

Librarian's report

The Librarian's report was read by him.

Henry Niederbauer

pay increased

On recommendation of the Librarian, it was ordered, that the pay of Henry Niederbauer, Chief Engineer, be increased from thirty-eight dollars (\$38) to forty-two dollars (\$42) per week, made retroactive to date from August 15, 1919.

George V. Eker

allowance from

Whitney Fund

The Librarian reported the illness of George V. Eker of the Printing Department, and presented an application from him for assistance from the Alice Lincoln Whitney Fund.

After consideration and on recommendation of the Librarian it was

Voted, that George V. Eker be allowed twenty-five dollars (\$25) from the Alice Lincoln Whitney Fund, on account of illness.

Allston Reading Room.

new quarters for

The Librarian reported that tenancy of the premises occupied by the Allston Reading Room expires on November 1 next owing to the fact that the building is to be used for other purposes; and stated that he had made a thorough survey of the district and found only one place which is immediately available and suitable for the reading room, namely at the corner of Brighton and Harvard Avenues, three rooms well lighted and heated; and on his recommendation it was

October 3, 1919

Allston Reading

Room, new

quarters for.

Voted, that the President be authorized to execute a lease of these premises for one year from November 1, 1919 at a rental of twelve hundred dollars (\$1200), with privilege of renewal for one year, the lease for the second year to be terminable on two months' notice; and premises to be adequately heated on Sundays, and all other days during the term of said lease or any extension thereof.

The Librarian submitted a report made to him by the Chief of the Bindery on the work and personnel of the Department, and a recommendation for certain changes therein for the good of the service; among them, that the resignation of Josephine O'Sullivan, sewer, be requested on account of habitual tardiness and loss of time, and her indifference to the interests of the department; and that Augusta Arvedon formerly in the service and an exceptional worker be re-employed as a sewer, and Angelina Hovorstadt employed as an apprentice. After full consideration, and on recommendation of the Librarian following the report of the Chief of the Department, it was

Bindery, report on

work and personnel

Recommendations

Resignation of Josephine

O'Sullivan,

Employment of

Augusta Arvedon

Voted, that the recommendations be approved and adopted; and

Approved

Ordered, that the resignation of Josephine O'Sullivan be requested; and that Augusta Arvedon be employed as a sewer at a salary not exceeding twenty dollars (\$20) a week on the basis of her record of efficiency; and that Angelina Hovorstadt be employed as an apprentice at twelve dollars (\$12) a week.

Josephine O'Sullivan

resignation requested

On motion of Mr. Mann, it was

Voted, that Mr. Kirshtein and Father Connolly be a committee to advise with the Librarian and chiefs of departments and to report to the full Board at the convenience of the committee regarding the general service efficiency of the several departments of the Library.

Committee to advise

with Librarian on

efficiency of departments

The Librarian presented a report on the work of the Ordering Department in connection with the preparation of the weekly lists of books recommended for purchase; and suggested that for the present these general lists be discontinued, and recommended

Book lists, weekly,

discontinued

First, that all currently published desirable books of ordinary cost, together with the titles selected by the staff, those asked for by

October 3, 1919

Books of special
cost only
to be listed
for trustees

Deposit of books

Special privilege
cards

Weekly meetings
question of dis-
continuing

Committee of Trustees
to consider changes
in By-laws, etc.

the public and all replacements and additional copies for the Library system, be ordered upon authorization by the Librarian; and

Second, that all books of extraordinary cost or of such character as to admit of any doubt as to their purchase be submitted to the Board for their decision, in list form.

After consideration, and on motion of Dr. Maun, it was

Voted, that the recommendation of the Librarian be approved and adopted.

The Librarian was authorized to send a deposit of books to Emmanuel College, a branch of Denbury Academy, under the usual conditions.

Special privilege cards were granted to George P. Bacon, Elizabeth E. Lewis, and Edith W. Moses.

The President presented for consideration the question of discontinuing the weekly meetings of the Corporation, and on motion of Mr. Kirostein, it was

Voted, that Messrs. Kenney, Carr and Connolly be a committee to prepare and submit to the Board a report and recommendation covering the whole question of how often meetings shall be held and the appointment of standing committees, etc. which would necessitate changes in the By-laws.

Voted, that the next regular meeting of the Corporation be held on Friday, October 17, 1919, at 3.30 o'clock p.m.

Dissolved.

Lella Jean Deery
clerk.

Friday, October 17, 1919

October 17, 1919

A regular meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Kirostein.

The President Mr. Kenney in the chair.

The record of the meeting of October 3, 1919 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 927, chargeable to trust funds income \$443.50; and miscellaneous supplies for the Central Library and branches \$1388.55, for Bindery \$179.40 and for Printing Department \$1.59.

Circular No. 32 from the Mayor's office was read and ordered placed on file.

The Librarian's report was read by him.

On recommendation of the Librarian it was

Ordered, that the following grade increases in pay take effect October 17, 1919: Francesca Connolly, Charlestown Branch, Ten dollars (\$10) to Eleven dollars (\$11) per week; Kathleen Barker, Charlestown Branch, Eleven and $\frac{92}{100}$ dollars (\$11.92) to Twelve and $\frac{92}{100}$ dollars (\$12.92) per week; Annie J. Riley, Dorchester Branch, Twelve and $\frac{92}{100}$ dollars (\$12.92) to Thirteen and $\frac{92}{100}$ dollars (\$13.92) per week; Edith Rich, Hyde Park Branch, Eleven and $\frac{92}{100}$ dollars (\$11.92) to Twelve and $\frac{92}{100}$ dollars (\$12.92) per week; Annie L. Skinnam, North End Branch, Twelve and $\frac{92}{100}$ dollars (\$12.92) to Thirteen and $\frac{92}{100}$ dollars (\$13.92) per week; Cornelius J. Callahan, South End Branch, Eleven and $\frac{92}{100}$ dollars (\$11.92) to Twelve and $\frac{92}{100}$ dollars (\$12.92) per week; and Anna E. Tobin, Mt. Pleasant Reading Room, Twelve and $\frac{92}{100}$ dollars (\$12.92) to Thirteen and $\frac{92}{100}$ dollars (\$13.92) per week.

Ordered, that the following persons be employed in the regular service, beginning October 17, 1919: Anna L. Lockenby, North End Branch, Ten dollars (\$10) per week; Ada Askeroff, Warren Street Branch, Ten dollars (\$10) per week.

The Librarian was authorized to increase the allowance for extra service in the Branch Department, Shipping room, from Twelve dollars (\$12) to Fourteen dollars (\$14) per week, October 17, 1919.

October 17, 1919

Branches, Sunday
Service

Orient Heights Reading

Room, increase in
rent.

Bindery, service:

Josephine O'Sullivan
to be given further
trial

The Librarian presented a schedule of hours and estimated cost for Sunday service at the Branches for the period November to April inclusive, which was approved and adopted.

The Librarian presented a request from the landlord of the premises occupied by the Orient Heights Reading Room for increase in rent from fifty dollars (\$50) to sixty dollars (\$60) per month, and his recommendation on the same; and the matter was laid upon the table pending further information regarding terms of occupancy, etc.

In the matter of the proposed service changes in the Bindery Department authorized on October 3, the Librarian reported that at a conference in his office on October 8, Josephine O'Sullivan whose resignation was requested, admitted her habitual tardiness and her indifference to the amount of work done. That she expressed not only her regret, but her belief that she could and would do better if she were given one more trial. That on the earnest recommendation of the Chief of the Bindery, he agreed to withhold the vote of the Board of October 3, asking for Miss O'Sullivan's resignation, for a period of sixty days. That he also agreed at the request of the Chief of the Bindery to ask the Trustees to reconsider their vote at the end of sixty days if he was able to state that Miss O'Sullivan had proved herself a capable worker and had been amenable to the discipline of the Department, but that if such statement could not honestly be made Miss O'Sullivan's resignation to be forthwith requested.

On motion of Mr. Barr, it was

Voted, that the Librarian's action in this matter be approved and that the request for Miss O'Sullivan's resignation be withheld for a period of sixty days.

Eora L. Stewart, ill,
granted leave of
absence

The Librarian reported the serious illness of Miss Stewart, Librarian of the Tyler Street Reading Room, and after consideration, on motion of Father Connelley, it was

Voted, that Eora L. Stewart be granted a leave of absence of six months with half pay, on account of illness and in part compensation for long and faithful service.

In the matter of the order of the City Council transmitted through His Honor the Mayor, regarding the cost and advisability

October 17, 1919

Report on cost, etc. of
cleaning building by
sand blast.

of cleaning the exterior of the Library building by the sand blast process, the Librarian presented a report and estimate of cost prepared by Fox & Gale, Architects; and on motion of Mr. Barr, it was

Voted, that the report as presented be transmitted to His Honor the Mayor as the sense of the Board in the matter.

The Librarian reported that he had granted the use of the Lecture Hall under regulations adopted by the Board, to the Massachusetts Woman Suffrage Association for meetings on November 3, 4 and 5, on Americanization and Citizenship; and his action was approved and adopted.

Miss. Woman Suffrage
Assn. to use lecture
hall

Special privilege cards were granted to Flora M. Greenough, Rev. Douglas Matthews, Donald A. Saff, Harvey A. Wooster, and the Massachusetts Council of Girl Scouts.

Special privilege
cards

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor:

Bills, monthly draft,
approved

Chargeable to the general appropriation amounting to Eleven thousand two hundred and eighty-two and $\frac{41}{100}$ dollars (\$11,282.41), and to trust funds income Two hundred and fifty and $\frac{80}{100}$ dollars (\$250.80).

Also bills payable by draft on funds on deposit in London, and the President or Vice President authorized to draw upon Messrs. Morgan, Grenfell & Company the necessary drafts therefor, as follows:

Bills, foreign draft
approved

Barnard Quaritch	\$ 474.16.2
Martins Nijhoff	£ 38. 90
J. Longman	£ 834
Museum Book Store	\$ 42.11. 0
P. S. King Son, Ltd.	1. 16. 10
Dorson - Aris	\$ 40.60

Voted, that the next meeting of the Corporation be on Friday, October 31, 1919 at 3.30 o'clock p.m.

Dissolved.

Wella Jean O'Leary
Clerk.

October 31, 1919

Friday, October 31, 1919

A regular meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney, Kristerin and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of October 17, 1919 was read and approved.

Books and
Supplies,
Purchase
authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 928, chargeable to city money to the amount of \$156.30, and to trust funds income \$485; also miscellaneous supplies for the Central Library and branches \$459.72 and for Bindery \$23.96.

Act of Incorporation
amended, Trustees'
power to hold property,
amount increased

The President reported that a Special Act of the Legislature (Chapter 116) relative to the authority of the Trustees of the Public Library of the City of Boston to take and hold real and personal property, being an amendment of Chapter 114 of the Acts of 1878 and increasing the amount from one million to ten million dollars, was approved on April 2, 1919, and on motion of Mr. Carr, it was

Voted, that the same be spread upon the record, as follows:

'Be it enacted, etc., as follows:

"Chapter one hundred and fourteen of the acts of eighteen hundred and seventy-eight is hereby amended by striking out Section two and substituting the following:— Section 2. Said corporation shall have authority to take and hold real and personal estate to an amount not exceeding ten million dollars, which may be given, granted, bequeathed or devised to it, and accepted by the trustees for the benefit of the public library of the city of Boston or any branch library, or any purpose connected therewith. Money received by it shall be invested by the treasurer of the city of Boston under the direction of said corporation, and all securities belonging to said corporation shall be placed in the custody of said treasurer: provided, always, that both the principal and income thereof shall be invested and appropriated according to the terms of the donation, devise or bequest."

October 31, 1919

The President for the committee on proposed changes in the By-Laws relating to meetings etc. reported progress, and recommended that for the present and until further action the regular meetings of the Corporation be held fortnightly; and it was

Changes in By-laws,
committee on

Voted, that the progressive report and recommendation be approved; and

Voted, that the next regular meeting of the Corporation be on Friday, November 14, 1919; and that thereafter and until otherwise ordered regular meetings be held fortnightly.

A communication from Mr. Erving Winslow relative to placing in the Library a plaster model of a statue of Anne Hutchinson, was read and laid upon the table for future consideration.

Erving Winslow, re
reference to Anne
Hutchinson statue

The Librarian's report was read by him.

On recommendation of the Librarian it was

Ordered, that the position in the Catalogue Department held by Michael McCarthy be regraded, at seventy-five and $\frac{60}{100}$ dollars (\$75.60) per week; and

Michael McCarthy
pay increased

Ordered, that the following grade increases in pay take effect October 31: Michael McCarthy, Catalogue Department, twenty-four and $\frac{92}{100}$ dollars (\$24.92) to seventy-five and $\frac{60}{100}$ dollars (\$75.60) per week; Walter Lyons, Special Libraries, Eight dollars (\$8) to ten dollars (\$10) per week.

Walter Lyons
pay increased

Ordered, that Sonny Goldstein be temporarily transferred to the position of Librarian of the Tyler Street Reading Room during the absence of Core L. Stewart, with increase in pay from nineteen and $\frac{92}{100}$ dollars (\$19.92) to twenty and $\frac{92}{100}$ dollars (\$20.92) per week, beginning October 31, 1919.

Sonny Goldstein
temporarily at
Station T

In accordance with the report and recommendation of the Librarian, the President was authorized to execute a lease of the premises occupied by the Orient Heights Reading Room for a period of two years beginning October 1, 1919, at a rental a rental of sixty dollars (\$60) per month, heat and janitor service included.

Orient Heights R. R.
increase in rent

On his recommendation, the Librarian was authorized to enter subscriptions for domestic periodicals for 1920 for the Central Library and branches, with Herman Goldberger, at a cost of thirty-seven hundred and twenty-three and $\frac{35}{100}$ dollars (\$3723.35)

Periodicals for
1920

October 31, 1919

Bridget McCormick
claim for alleged injury

The Librarian presented notice of a claim against the City by Bridget McCormick for alleged injury received in the Library on September 11, 1919; and he was directed to forward the same to the Law Department.

Mary E. Hagerty
extension of leave of
absence

A request from Mary E. Hagerty of the Issue Department for an extension of her leave of absence, was received and considered; after which, on motion of Mr. Kirslein, it was

Voted, that such leave of absence be extended until January 1 next.

Frank H. Callahan
leave of absence

A request from Frank H. Callahan of the Binding for a leave of absence of one year without pay in order to take office in the Bookbinders' Union, was read and laid upon the table.

The Librarian reported absence on account of illness of certain employees; and on his recommendation, after consideration of each case, it was

Leave of absence

Patrick A. Kennedy
Rebecca Millmeister
Agnes C. Doyle
Allowance from Whitney
Fund to Patrick A.
Kennedy.

Voted, that Patrick A. Kennedy of the Engineer and Janitor Department be granted a leave of absence of four weeks with half pay, together with twenty-five dollars (\$25) from the Alice Lincoln Whitney Fund; that Rebecca Millmeister of the West End Branch be granted a leave of absence of eight weeks with half pay; and Agnes C. Doyle of Books Hall a leave of absence of four weeks with half pay; all on account of illness and in part compensation for long and faithful service.

Mrs. C. M. Ernst,
gift of

The Librarian presented an offer from Mrs. C. M. Ernst of a gift to the Library of her late husband's collection of materials on the postal service, on condition that it be kept together for reference use and that a special bookplate be provided for the same; and it was

Voted, that the gift be accepted under the conditions named.

Register of returning
soldiers, etc.
deposited in
Library

A communication was received from the Boston Committee for the Reception of Returning Soldiers, Sailors and Marines, forwarding to the Library on request of the Mayor the entire register of returning soldiers, sailors and marines, together with a card catalogue of the same and scrapbooks of newspaper clippings relating thereto, for permanent keeping in the Library; and the Librarian presented a request from the firm of Morgan's of Boston for permission to copy names from this register. After consideration, on motion of Dr. Mann

October 31, 1919

it was

Voted, that it is inexpedient to grant such request.

Special privilege cards were granted to Arthur W. Grayley and Alice Bache Guel.

The question of closing the Library on Armistice Day, November 11, under proclamation of the Governor, was referred to the Librarian with power after consultation with the Mayor's office.

Dissolved:

Della Jan Deery
Clerk

Special privilege
cardsArmistice Day
question of closing

Friday, November 14, 1919

November 14, 1919

A regular meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly, Kinnear, Kirslein and Mann.

The President, Mr. Kinnear in the chair.

The record of the meeting of October 31, 1919 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 929, chargeable to trust funds income amounting to \$296.50; also miscellaneous supplies for the Central Library and branches \$1078.92, for Binding \$213.50, and for Printing Department \$86.76.

Circulars No. 34 and 35 from the Mayor's office were received and read; and the Librarian presented preliminary estimates of the amount required for the maintenance of the Library during the coming fiscal year as requested in Circular No. 34, as follows:

Books and Supplies
purchase authorizedCirculars from
Mayor's office.
Preliminary estimates
for coming year

A. Personal Service	\$430,000
B. Service other than personal	62,635
C. Equipment	70,514
D. Supplies	40,445
E. Materials	13,000
Total	\$616,594

November 14, 1919

Preliminary estimates

sent to Mayor

Budget committee

appointed

Librarian's report

Margaret J. McGovern

promoted

Elevator attendants

paid for Sunday

work

Sunday & Evening

service, increase in

pay

After consideration, it was

Voted, that this preliminary budget estimate be approved; and

that the President forward the same to the Mayor with a statement that the estimate for equipment, material and supplies is based on prices obtainable at the present time, and that the item for salaries is the estimated amount of the present salary schedule without increase; and that when the actual requirements are submitted in budget form the figures for equipment, material and supplies will be in excess of the figures here submitted, and that a substantial increase for salaries will be asked for.

Voted, that the President appoint a budget committee to act with the Librarian in the preparation of the budget for 1920-21.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that Margaret J. McGovern be advanced to the position of second assistant at the Charlestown Branch with increase in pay from fifteen and ⁹²/₁₀₀ (\$15.92) to fifteen and ⁹²/₁₀₀ dollars (\$15.92) per week, beginning November 14, 1919.

The Librarian presented a request from the elevator attendants to be paid for Sunday work in lieu of allowance of time on other days in the week; and on his recommendation the request was approved and allowed.

The Librarian submitted a schedule of increases in the pay of assistants in the Sunday and Evening service, which he recommended for adoption; and it was

Voted, that the same be approved and adopted, as follows:

Index Hall, officer in charge,	\$1.10 to	\$1.30 per hour
Assistant	.67 "	.80 "
Index Hall Centre Desk	.67 "	.75 "
Index Hall Reference desk	.40 "	.45 "
Issue Department, in charge	.80 "	1.00 "
receiving desk	.50 "	.60 "
delivery desk	.50 "	.60 "
indicator	.40 "	.45 "
Slips	.40 "	.45 "
Book Library, in charge	.67 "	.75 "
move room	.25 "	.40 "
Enc. Cols. in charge	.67 "	.80 "
1st assistant	.40 "	.45 "
Periodical room, in charge	.45 "	.60 "
Patent Room, in charge	.45 "	.60 "
Statistical Department, in charge	.67 "	.75 "
Children's Department		
in charge evenings	.45 "	.60 "
" " Sundays	.67 "	.75 "
1st asst.	.75 "	.85 "
4th asst.	.40 "	.50 "
" "	.35 "	.40 "

November 14, 1919

Newspaper room	.45 to	.60 per hour
Registration Department	.50 "	.60 "
Replacement of books	.40 "	.50 "
Runners	.20 "	.25 "

A communication dated November 3 was received from the International Brotherhood of Stationary Firemen requesting that the night watchman be allowed double pay for holidays; and the Librarian reported that such is the practice in other city departments, and on his recommendation, it was

Voted, that the night watchman employed at the Central Library be allowed double pay for holidays, dating from November 1, 1919.

A communication dated November 8 from the Boston Bookbinders' Union regarding increase in the pay of male bookbinders, was read and laid upon the table.

A request of Frank H. Callahan of the Bindery for a leave of absence of one year, without pay, in order to take office in the Bookbinders' Union, was taken from the table, and on recommendation of the Librarian because of precedent in other city departments, it was

Voted, that the request be granted.

A communication from Mr. Charles H. Dolles complaining of the arrangement of the rooms at the Charlestown Branch, was read and referred to the Librarian for reply.

The Librarian presented with his approval of the same, a request from the Employees' Benefit Association for permission to use the Lecture Hall and Children's and Teachers' rooms at the Central Library for a social entertainment on Monday evening, December 1, 1919; and it was

Voted, that the request be granted subject to such provisions as the Librarian may deem desirable.

On recommendation of the Librarian, a fine of two and ²⁵/₁₀₀ dollars (\$4.25) against Miss Charlotte Porter, for the detention of books, was remitted.

The Librarian reported an accident at the Library on Sunday, November 9, to Lester Grant, an employee in the Sunday and Evening service.

Watchman, allowed double pay for holidays

Bindery, increase in pay, request

Frank H. Callahan leave of absence

Charlestown Branch complaint regarding arrangement of rooms

Employees' Benefit Assn. to use lecture hall

Charlotte Porter fine remitted

Lester Grant accident

November 14, 1919
Special privileges

Special privilege cards were granted to J. E. O'Hanry & Company and The Church Home Society.

Bills, allowed and
ordered paid

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to sixteen thousand and forty-nine and $\frac{36}{100}$ dollars (\$16,049.36); and to trust funds income Eleven hundred and twenty-six and $\frac{85}{100}$ dollars (\$1,126.85).

Robert E. Comins
addition to contract

Voted, that the following addition be made to the contract with Robert E. Comins dated July 30, 1919, for the reconstruction and repairing of the arcade roof; and that the President or Vice President be authorized to sign the necessary orders for the same:

Replace four roof connections
and incidental work, #263.81

Second payment
on contract

Voted, that there be allowed and paid to Robert E. Comins the sum of Twenty-six hundred and five and $\frac{25}{100}$ dollars (\$2605.25) the same being the second payment on contract dated July 30, 1919, as per Architects' certificate dated November 7, 1919; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Library Department 1919-20.

Burditt & Williams
special draft

Voted, that there be allowed and paid to Burditt & Williams Company the sum of Six hundred dollars (\$600) the same being for extra hardware as per itemized bill dated December 11, 1917; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Central Library Building Addition.

Central Conference

Am. Rabbis, in re

Sargent painting

A communication dated November 5 from the Central Conference of American Rabbis in relation to the new Sargent mural painting entitled "The Synagogue", was received and read, and it was

Voted, that the President be requested to acknowledge the receipt of the communication and inform the Conference that the matter presented is receiving the thoughtful consideration of

the Trustees.

A communication from Miss Esther Freed relating to the same subject, was received and read, and it was

Voted, that receipt of the same by the Trustees be acknowledged.

Dissolved.

Ellen Jean Deery
Clerk.

Friday, November 28, 1919

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Barr, Connolly, Kirostein and Mann.

The Vice President Mr. Barr in the chair.

The record of the meeting of November 14, 1919 was read and approved.

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, Miss Callan's supplies for the Central Library and branches to the amount of \$1547.42, for Binding \$300 and for Printing Department \$403.16.

The following persons were appointed on the Examining Committee for 1919, and the President joined with the Committee as chairman, as required by the City Ordinance: Mr. Andrew A. Badaracco, Mrs. H. P. Batts, Miss Jessica E. Carr, Mrs. Edith E. Van de Carr, Mrs. Edward J. Carroll, Miss Eleanor M. Colleton, Miss Frances G. Curtis, Mr. Dennis A. Dorley, Mr. William H. Domes, Mr. Lee M. Friedman, Miss Maude C. Hartnett, Rev. Albion N. Johnson, Mr. Vincent G. Keenan, Mr. Joseph E. Kelly, Miss Florence Lincoln, Rev. Henry Lyons, Rev. Thomas J. MacCormack, William H. McManis, M. D., Mrs. Samuel W. Myers, Miss Jane M. Oliver, Mr. J. Nathaniel Perkins, Judge Henry M. Sheldon, Mr. R. Calipston Sturgis, and Mr. E. John Welch.

The Librarian's report was read by him.

November 14, 1919
Sargent painting
letter from Esther
Freed

November 28, 1919

Supplies, purchase
authorized

Examining Committee
appointed

Librarian's report.

November 28, 1919

Henrietta F. Temple

re-appointed

Cornelius Callahan

Mary A. McDonald

illness,

leave of absence, and

allowance from

Whitney Fund

William M. Arnold

leave of absence

one year

Bindery women, pay

Foreign bills

Special privileges

Budget committee

On recommendation of the Librarian, it was

Ordered, that Henrietta F. Temple be re-appointed general assistant at the Charlestown Branch, at Twelve and $\frac{92}{100}$ dollars (\$12.92) per week, beginning November 28.

The Librarian reported the absence on account of illness of Cornelius J. Callahan of the South End Branch, and Mary A. McDonald of the Issue Department; and on his recommendation, it was

Voted, that Mary A. McDonald of the Issue Department be granted a leave of absence of four weeks with half pay, together with Twenty-five dollars (\$25) from the Alice Lincoln Whitney Fund; and that Cornelius J. Callahan be granted Twenty-five dollars (\$25) from the Alice Lincoln Whitney Fund: both on account of illness and in part compensation for faithful service.

The Librarian presented a request from William M. Arnold of the Catalogue Department for a leave of absence of one year without pay beginning January 1, next; and on his recommendation the same was granted.

A communication dated November 24 from the Bindery Women's Union announcing a new wage scale, was read and laid upon the table for consideration at a later date with similar communications.

Voted, that there be allowed and paid to Messrs. Morgan, Grenfell & Company, the sum of Ten thousand dollars (\$10,000) the same to be placed to the credit of the Trustees for the purchase of books; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to trust funds income.

Special privilege cards were granted to Griswold Spring and to The Housing Company.

The following members of the Board were appointed a budget committee to act with the Librarian in the preparation of the budget for 1920-21: the President, Mr. Carr and Mr. Kirslein.

Dissolved.

Nelle Jean Deery
clerk.

Friday, December 12, 1919

December 12, 1919

The regular fortnightly meeting of the corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney, Kirslein and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of November 28, 1919 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 930, chargeable to trust funds income to the amount of \$1099.86; miscellaneous supplies for the Central Library and branches \$2402.70 and for Binding \$1643.33.

Circulars No. 36 and 37 from the Mayor's office were read and ordered placed on file.

A communication from the Engineers' and Firemen's Unions presenting new wage scales, was read and laid upon the table for consideration at a later date.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that the following grade increases in pay take effect December 12, 1919: Walter Lyons, Special Libraries, Ten dollars (\$10) to Eleven dollars (\$11) per week; Robert F. Dixon, Branch Department, Twenty-one and $\frac{92}{100}$ dollars (\$21.92) to Twenty-three and $\frac{42}{100}$ dollars (\$23.42) per week; Vida E. Brooker, Rolindale Branch, Ten dollars (\$10) to Eleven dollars (\$11) per week; Edith Gustafson, Warren Street Branch, Twelve and $\frac{92}{100}$ dollars (\$12.92) to Thirteen and $\frac{92}{100}$ dollars (\$13.92) per week; Cecilia Mazzaro, North End Branch, Eleven and $\frac{92}{100}$ dollars (\$11.92) to Twelve and $\frac{92}{100}$ dollars (\$12.92) per week; Helen R. Needham, Boylston Station Reading Room, Twelve and $\frac{92}{100}$ dollars (\$12.92) to Thirteen and $\frac{92}{100}$ dollars (\$13.92) per week; Leah Perlis, Mt. Vernon Reading Room, Ten dollars (\$10) to Eleven dollars (\$11) per week.

Ordered, that the following persons be employed in the regular service at Eight dollars (\$8) per week, each: Joseph H. Diggins, Newspaper Room, Leo J. Kilroy and Mabel McBready.

Books and supplies
purchase authorized

Circulars from
Mayor's office
Engineers and Firemen
new wage scale

Librarian's report

Grade increases in pay
Walter Lyons
Robert F. Dixon
Vida E. Brooker
Edith Gustafson
Cecilia Mazzaro
Helen R. Needham
Leah Perlis

Employed:
Joseph H. Diggins
Leo J. Kilroy
Mabel McBready

December 12, 1919

Issue Departments

William A. McCarthy
dismissed

The Librarian reported that he had suspended William A. McCarthy an employee in the Newspaper Room because of his use of indecent language to the assistant in charge of the room; and he recommended that for this and other reasons he be dismissed from the service, and it was

Voted, that the Librarian's action be approved, and his recommendation adopted; and that William A. McCarthy be at once dismissed from the service.

William M. Arnolt

half pay for six months

On recommendation of the Librarian, it was Voted, that William M. Arnolt of the Catalogue Department be granted half pay for the first six months of the leave of absence of one year granted on November 20th.

Deposit of books

The Librarian was authorized to send a deposit of books to the Elizabeth Peabody House, on the usual conditions.

Jamaica Plain Branch

use of hall

A request from the Jamaica Plain District Nursing Association for the use of the lecture hall of the Jamaica Plain Branch for a Christmas party for their patients on Friday evening, January 2, 1920, was granted, subject to such regulations as the Librarian may deem expedient.

Pension Act for

libraries

petition signed

The Librarian presented a petition to the Legislature initiated by Miss Katharine P. Goring, to include libraries in an optional contributory pension act, which the Trustees were invited to sign; and it was

Voted, that it is the sense of the Board that the petition be signed by the Trustees.

Red Cross to sell

Christmas seals

The Librarian presented a communication addressed to him under date of December 11th by the Red Cross Christmas Seal Campaign, asking permission to place a booth in the entrance hall of the Library for the sale of Red Cross Christmas Seals; and after consideration, it was

Voted, that the request be granted subject to such regulations as the Librarian may adopt.

Special privileges

Special privilege cards were granted to Laura P. Copp, Euphemia M. Talton, Mary E. Waller, E. B. Badger Tons Company, P. Galassi Corporation, Holtzer-Cabot Electric Company, William

December 13, 1919

Sutherland, and publishers of "The Watchman of Israel,"

To provide against deficiencies under certain items in the budget schedule appropriations, the President was authorized to request the Mayor to make transfers from items under which there is a surplus.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to fifteen thousand one hundred and forty one and ⁵³/₁₀₀ dollars (\$15,141.53), and to trust funds income amounting to nine hundred and thirty six and ³⁵/₁₀₀ dollars (\$936.35).

The Librarian presented to the Trustees for consideration, a proposal of the Esso Rotary Oil Burning Company for the installation of a fuel oil burning equipment in the Central Library; and it was

Voted, that the matter be referred to a committee consisting of the President and Mr. Kirstein for investigation.

Disclosed:

Nella Jan Deems
clerk.

Friday, December 26, 1919

December 26, 1919

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Barr, Connolly, Tanney, Kirstein and Mann.

The President Mr. Tanney in the chair.

The record of the meeting of December 12, 1919 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, the following: Books, List No. 931, chargeable to city money to the amount of \$100, and to trust funds income \$61.25; also miscellaneous supplies for the Central Library and branches \$910.81, for Binding \$129.04 and

Deficiencies in
budget items

Bills, approved
and ordered
paid

Oil Burning Plant:
installation
referred to committee.

Books and
supplies, purchase
authorized

December 26, 1919	for Printing Department \$147.37.
Public Lavatories	A communication from the Mayor forwarding a complaint from Mr. H. Lawrie regarding the closing of the public lavatories, and a similar communication from Mr. Lawrie addressed to the Trustees, were read and ordered placed on file.
Complaint as to closing	
Librarian's report	The Librarian's report was read by him.
William K.A. Graham	On recommendation of the Librarian, it was
pay	Ordered, that William K.A. Graham of the Catalogue Department be allowed grade increase in pay from fifteen and $\frac{75}{100}$ dollars (\$15.75) to seventeen dollars (\$17) per week, December 26, 1919.
Matthew Reading Room	The Librarian was authorized to expend a sum not
extra service	exceeding seven and $\frac{50}{100}$ dollars (\$7.50) per week for extra service at the Matthew Reading Room.
Roberta Millmeister	The Librarian presented for consideration the case of Roberta Millmeister, assistant at the West End Branch, who is still absent on
leave of absence	account of illness; and on his recommendation it was
	Voted, that Miss Millmeister be granted an additional
	leave of absence of four months with half pay, on account of illness and in part compensation for long and faithful service.
Lindsay Swift, ill,	The Librarian reported also the serious illness of
leave of absence	Lindsay Swift of the Catalogue Department, and after consideration and on recommendation of the Librarian, it was
	Voted, that Mr. Swift be granted a leave of absence
	of three months without loss of pay, on account of illness and in part compensation for forty-one years of continuous and efficient service.
Josephine O'Sullivan	The Librarian submitted a report from the Chief of the
period of probation	Binding on the work of Josephine O'Sullivan during the period of
extended	her probation of sixty days granted by the Trustees on October 17; that while she has improved, she is not yet ready to recommend withdrawal of the request for her resignation, and asking that the period of probation be extended for another two months. On recommendation of the Librarian, the report was approved and adopted.
Robert E. Conins	The Librarian reported that the work of Robert E.
work on arcade roof	Conins on the reconstruction and repair of the roof and certain
completed	other parts of the arcade was completed on November 8th, and

on his recommendation and that of the Architects, it was	December 26, 1919
Voted, that the work be accepted as of November 8th; and	Robert E. Conins
Voted, that there be allowed and paid to Robert E. Conins	work accepted.
the sum of five hundred and thirty-seven and $\frac{96}{100}$ (\$537.96) the same	
being the final payment on contract dated July 30, 1917, as per	
Architects' certificate; and that the President or Vice President sign	
a request on the City Auditor for a special draft in favor of said	
payment, said amount to be charged to the appropriation for Library	
Department 1919-20.	
Voted, that there be allowed and paid to Messrs. Joy, Gale,	Joy & Gale, payment
Architects, the sum of six hundred and eighty and $\frac{18}{100}$ dollars the same	for services
being for professional services as per bills dated January 8, 1920,	
and that the President or Vice President sign a request on the	
City Auditor for a special draft in favor of said payment said	
amount to be charged to the appropriation for Library Department	
1919-20.	
Special privilege cards were granted to Eben Putnam,	Special privileges
Kenyon Suits, and to members of the Examining Committee.	
The Trustees discussed at some length the matter	Salary estimate
of the appropriation for salaries to be included in the budget	considered
for the coming year, and the Librarian was requested to prepare	
and submit at the next meeting a statement in detail of the	
present Library service and his recommendations for increases in	
salary.	
Voted, that the next meeting of the Corporation be	
on Monday, January 5, 1920 at 3.30 o'clock p.m.	
Dissoled:	
Mella Jean Deery	
clerk.	

January 5, 1920

Monday, January 5, 1920

A regular meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly, Keenan, Kirshen and Mann.
The President Mr. Keenan in the chair.

The record of the meeting of December 26, 1919 was read and approved.

Salary schedule
considered

The subject of the appropriation for salaries to be included in the annual budget was at once taken up for consideration, including the Librarian's statement of proposed increases; after which the matter was again referred to the Librarian for further information to be presented at the next meeting.

Books and Supplies
purchase authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, books, chargeable to trust funds income to the amount of \$217; also miscellaneous supplies for the Central Library and branches \$873.54 and for Printing Department \$200.

Sargent painting
criticism

A communication from the Mayor forwarding copy of a resolution by a Council of Jewish Women with reference to the mural painting by Sargent of "The Synagogue" was read, and the President was requested to acknowledge receipt of the same.

Anne Hutchinson
statue

A communication from Mr. Erving Winslow dated January 1, relative to the statue of Anne Hutchinson, was received and read; and it was

Voted, that Mr. Winslow be informed that the Trustees have given careful consideration to the matter and are of the opinion that the site suggested, namely the vestibule of the Library, is not a site favorable to the statue.

Librarian's report

The Librarian's report was read by him.

John J. Keenan
resignation

The Librarian reported the resignation of Mary E. Hegerty of the Issue Department and of John J. Keenan, Chief of the Registration Department.

A. Frances Rogers
promoted

He recommended that A. Frances Rogers, first assistant in the Registration Department be appointed Acting Chief of the Department for a period of six months from January 6, 1920 at a salary of twenty-eight and $\frac{76}{100}$ dollars (\$28.76) a week.

January 5, 1920

A. Frances Rogers
promotion of

Further Connolly stated his belief that the position should be filled by a man as heretofore. After discussion, on motion of Dr. Mann, it was Voted, that the Librarian's recommendation be approved and adopted, latter Connolly dissenting; and

Ordered, that A. Frances Rogers be appointed Acting Chief of the Registration Department for a period of six months from January 6, 1920 at a salary of twenty-eight and $\frac{76}{100}$ dollars (\$28.76) a week.

A bond of the National Surety Company filed by Robert E. Conins on the completion of his work on the roof and other parts of the arcade of the Central Library, was accepted.

Bond filed by Robert
E. Conins.

Special privilege cards were granted to the Dominion Manufacturing Company, John J. Keenan, and Melani M. Muller.

Special privileges

The following bills having been approved by the Librarian and certified by the Auditor to be correct were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to \$10,926.54 and to trust funds income \$970.20.

Bills allowed and
ordered paid

To provide against deficiencies under items in the budget schedule appropriations, the President was authorized to request the Mayor to make transfers from items under which there is a surplus.

Deficiencies in budget

Voted, that the President, Vice President or any member of the Corporation be authorized to sign bills entering into the January 31st and February 1st requisitions.

Voted, that the next regular meeting of the Corporation be on Friday, January 16, 1920 at 3.30 o'clock p.m.

Dissolved.

Wella Jean Deery
Clerk.

January 16, 1920

Friday, January 16, 1920

A regular meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of January 5, 1920 was read and approved.

Books and Supplies

purchase authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file; Books, List No. 933 chargeable to trust funds income to the amount of \$372.50; also miscellaneous supplies for the central Library and branches \$952.45, for Bindery \$4.87 and for Printing Department \$11.50.

Mayor's Circulars

Bookbinders Union

Library Employees Union

Circulars from the Mayor's office, and communications from the International Brotherhood of Bookbinders, and from the Library Employees Union, were read and orders placed on file.

East Boston Branch

use of lecture hall

A communication from the East Boston Improvement Association regarding the use of the Lecture Hall at the East Boston Branch was read and referred to the Librarian.

Bills approved and

ordered paid.

The President reported that the following bills, having been approved by the Librarian and certified by the Auditor to be correct, were signed by him and Mr. Carr under authority of the vote of January 5th:

January 31st requisition, chargeable to the general appropriation amounting to \$10,926.54, and to trust funds income \$970.20; and February 1st requisition, chargeable to the general appropriation amounting to \$5190.07 and to trust funds income \$336.91.

Librarian's report

Voted, that this action be approved and confirmed.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that the following increases in pay to conform to trade union rates, take effect at the dates named: Engineering Department beginning January 2, 1920: Harry Niederauer, chief, \$42 to \$45 per week; John P. Malone, 1st assistant engineer, \$39 to \$42 per week; Nils J. Herlands, Garrett Jacey, James E. Lennon and George Zittel, assistant engineers \$37 to \$40 per week, each; Charles W. Karlson, electrician \$37 to \$40 per week; Thomas J. Murphy, Bernard O'Brien, and

Increase in pay:

Harry Niederauer

John P. Malone

Nils J. Herlands
Garrett Jacey
James E. Lennon
George Zittel
Charles W. Karlson
Thomas J. Murphy
Bernard O'Brien

January 16, 1920

Martin J. Quinn, fireman, \$30 to \$33 per week, each, Walter M. Leighton and Richard Pierce, watchmen, \$30 to \$33 per week, each.

Bindery Department, beginning January 5, 1920: William P. Hemstedt, John J. O'Brien, William A. Swan, Frank H. Callahan, William Connell, Fred J. Drew, Maximilian L. Eichhorn, Ralph E. Ford, George W. Gallagher, James P. Jamon, John J. Griffin Jr., John J. Hemsworth, George Hoefner, James P. Mooers, John S. Murphy, John A. Watson, and William A. Wendell, \$31 to \$35.50 per week, each; Ellen J. Potts, \$18.88 to \$21.28 per week, Alice M. Abely, Augusta Arnold, Mary L. Coffey, Francis Doiron, Catherine J. Donnelly, Zenobia Elton, Annie S. Flynn, Margaret J. Kiley, Anna S. McDermott, Mary J. McElaney, Elsie M. Morris, Mary G. Murphy, Josephine O'Sullivan, Lucy E. Soule, \$16.88 to \$19.28 per week, each, Heloise G. Tenney, \$14.88 to \$17.28 per week.

Ordered, that Francesca C. Connolly, temporarily second assistant at the North End Branch, be granted an increase in pay from \$11 to \$15 per week, beginning January 16.

Ordered, that Elizabeth M. Rosmond, assistant in the Auditor's office, be granted an increase in pay from \$15.42 to \$18 per week, beginning January 16.

Ordered, that Julia J. LaRocca be employed as an additional regular assistant at the Dyer Street Reading Room at \$11 per week.

The Librarian reported the absence on account of illness of Ida W. Gould of the Catalogue Department; and on his recommendation, it was

Voted, that Miss Gould be granted a leave of absence of two months without loss of pay, on account of illness and in part compensation for long and faithful service.

On recommendation of the Librarian, it was

Voted, that Five thousand dollars (\$5000) from the unexpended balance of the City appropriation for 1919-20 be transferred to Messrs. Morgan, Gruel Company of London, to be placed to the credit of the Trustees to meet payments for books purchased abroad.

To provide against deficiencies under items in the budget schedule appropriations, the President was authorized to request the

Martin J. Quinn
Walter M. Leighton
Richard Pierce

William P. Hemstedt
John J. O'Brien
William A. Swan
Frank H. Callahan
William Connell
Fred J. Drew
Max L. Eichhorn
Ralph E. Ford, etc.

all Bindery
employees.
increase in pay

Francesca C. Connolly
increase in pay

Elizabeth M. Rosmond
increase in pay

Julia J. LaRocca
employed

Ida W. Gould
leave of absence

City money placed
with London
bankers

January 16, 1920

Special privileges

Mayor to make transfers from items under which there is a surplus.
Special privilege cards were granted to Rev. George H. Loring, Henrietta Kahn, Mary J. Mears, George L. Ogden, and Robert M. Winn.

Vote, that the next regular meeting of the Corporation be on Friday, January 23, 1920 at 3.30 o'clock p.m.

Dissolved:

Lella Jean Deery
Clerk.

January 23, 1920

Friday, January 23, 1920

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly and Kinnear.

The President Mr. Kinnear in the chair.

The record of the meeting of January 16, 1920 was read and approved.

Mayor's Circulars

Central Conference of

American Rabbis

Circulars No. 44 and 45 from the Mayor's office, and a communication from the Central Conference of American Rabbis, dated January 16th were read and ordered placed on file.

Katherine P. Loring

on pension bill

A communication from Miss Katherine P. Loring calling attention to a hearing on the proposed pension bill to include librarians, was received; and it was

Vote, that the President ^{represent} the Library at said hearing.

Books and Supplies

purchase authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, books to an amount not exceeding \$1000 chargeable to trust funds income, and miscellaneous supplies for the Central Library and branches \$58.87 and for Printing Department, \$28.51.

Finance Commission

regarding budget

A communication from the Finance Commission regarding the annual budget, was referred to the Librarian.

Deposit of books

A request was received from the Roxbury Boys' Club for a deposit of books; and the Librarian was authorized to make such deposit under the usual conditions.

Special privilege cards were granted to John D. Trask, and

January 23, 1920

Budget

Roland S. Simonds.

The Librarian presented his estimates for the maintenance of the Library for the fiscal year 1920-21, which were considered in detail and adopted, as follows:

A. Personal Service	\$510,000
B. Service other than personal	60,448
C. Equipment	68,202
D. Supplies	57,245
E. Materials	12,500
Total	\$ 688,391

Dissolved:

Lella Jean Deery
Clerk.

Friday, February 6, 1920

February 6, 1920

Date for regular meeting of the Corporation at 3.30 o'clock p.m.

Present: Messrs. Carr and Kirschen.

There being no quorum the meeting was adjourned to Wednesday, February 11, 1920 at 3.30 o'clock p.m.

No quorum

Lella Jean Deery
Clerk.

February 11, 1920

Wednesday, February 11, 1920

An adjourned meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Connolly, Kenney and Kirstein.

The President Mr. Kenney in the chair.

The records of the meeting of January 23 and of the adjourned meeting of February 6, 1920 were read and approved.

Action of committee
of Trustees

On Friday, February 6, 1920 there being no quorum, the Vice President and Mr. Kirstein took the following action subject to approval by the Board at a later date:

Supplies, purchase
authorized

"The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, Miscellaneous supplies for the Central Library and branches to the amount of \$206.55 and for Binding \$584.50.

Hyde Park Branch
Sunday opening

"On his recommendation the Librarian was authorized to open the Hyde Park Branch on Sundays for the period February 15 to April 25, 1920, inclusive, at an expense for service of six and ⁵⁵/₁₀₀ dollars (\$6.05) per week.

Joseph W. Ward
leave of absence

"The Librarian reported the illness of Joseph W. Ward of the Shelf Department, and on his recommendation it was

"Voted, that Mr. Ward be granted a leave of absence of eight weeks without loss of pay, on account of illness and in part compensation for long and faithful service.

Special privileges

"Special privilege cards were granted to Anna K. Benedict, J. A. Morhouse, Schrafft & Sons Corporation, and S. D. Warren Company.

Report of Examining Committee
Draft to A. A. Nichols,
Auditor

"The report of the Examining Committee for 1919-20 was received.
"Voted, that there be allowed and paid to A. A. Nichols, Auditor, on or after February 1, 1920, the sum of Fifteen hundred dollars (\$1500) the same being for meeting current expenses under the order of the City Council approved March 31, 1898; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Library Department, 1920-21."

Action of committee
approved

On motion of Father Connolly, it was
Voted, that the action of the Vice President and Mr. Kirstein as read, be approved and confirmed.

February 11, 1920

Mayor's Circular

Circular No. 146 from the Mayor's office, and a circular letter from the City Treasurer regarding returns to the Tax Commissioners, were read and ordered placed on file.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, books, chargeable to trust funds income to the amount of \$871.35 and miscellaneous supplies for the Central Library and branches \$439.25 and for Binding \$5.

Books and supplies
purchase
authorized

The Librarian's report was read by him.

Librarian's report
Grade increases in

On recommendation of the Librarian it was

Ordered, that the following grade increases in pay take effect February 6: Michael J. Courcy, Bates Hall, Twenty-three and ⁹⁹/₁₀₀ dollars (\$23.97) to Twenty-five and ⁸⁹/₁₀₀ dollars (\$25.89) per week; Leo J. Kilroy, Issue Department and Joseph H. Higgins, Newspaper Room, Eight dollars (\$8) to Ten dollars (\$10) per week, each; Henrietta F. Temple, Christman Branch, Edith E. Rich, Hyde Park Branch, and Mary U. McElaney, South End Branch, Twelve and ¹²/₁₀₀ dollars (\$12.12) to Thirteen and ¹²/₁₀₀ dollars (\$13.12) per week, each; Amelia Brady, Hyde Park Branch, Ada Askeroff, Warren Street Branch, Bella Steinberg, West End Branch, Ten dollars (\$10) to Twelve dollars (\$12) per week, each; Vida E. Brooker, Rolindele Branch, and Leah Perlis, Mt. Vernon Reading Room, Eleven dollars (\$11) to Twelve dollars (\$12) per week, each; William M. Garufi, South Boston Branch, Nine dollars (\$9) to Twelve dollars (\$12) per week.

pay:
Michael J. Courcy
Leo J. Kilroy
Joseph H. Higgins
Henrietta F. Temple
Edith E. Rich
Mary U. McElaney
Amelia Brady
Ada Askeroff
Bella Steinberg
Vida E. Brooker
Leah Perlis
William M. Garufi

Ordered, that Elsie M. Holden of the Registration Department be appointed acting first assistant in that department for a period of five months, with increase in pay to Nineteen and ¹²/₁₀₀ dollars (\$19.12) per week; and that Catherine L. Kennedy be advanced to Miss Holden's place, with increase in pay to Sixteen and ¹²/₁₀₀ dollars (\$16.12) per week, beginning February 6.

Elsie M. Holden
promoted
Catherine L. Kennedy
promoted

The Librarian reported that Daniel J. Sullivan, janitor at the West End Branch is still absent on account of illness; and on his recommendation, and on motion of Mr. Kirstein, it was

Daniel J. Sullivan
absent on account
of illness: leave
of absence

Voted, that Mr. Sullivan be given a further leave of absence of three months, with pay at the rate of Eight dollars (\$8) per week.

The Librarian reported also the illness of Margaret J. Collins of the Ordering Department; and on his recommendation it

February 11, 1920 was

Voted, that Miss Collins be granted a sum of twenty-four dollars (\$24) from the Elsie Lincoln Whitney Fund, on account of illness.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President, Vice President or any member of the Board authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to Ninety-nine hundred and three and $\frac{83}{100}$ dollars (\$9903.83), and to trust funds income Eight hundred and seventy-seven and $\frac{83}{100}$ dollars (\$877.83).

A special privilege card was granted to Alice D. Wells.

Voted, that the next regular meeting of the Corporation be on Friday, February 27, 1920 at 3.30 o'clock p.m.

Dissolved:

Hella Jean Deery
Clerk.

February 27, 1920

Friday, February 27, 1920

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of February 11, 1920 was read and approved.

Books and Supplies

purchase authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$3877.39, and for Binding \$252.75.

Income from

"Children's Fund" paid
to Rector of Trinity
Church.

On request of the City Treasurer, it was
Voted, that the City Treasurer be requested to pay the balance of income for one year from January 9, 1919 now in his hands amounting to \$4,128.84 on the legacy of \$100,000 "The Children's Fund" given to the Library under the Eleventh Clause of the will of Josiah H. Benton, to the Rector of Trinity Church in the City of Boston to be by him dispensed in relieving the necessities of the poor as

February 27, 1920

Librarian's report

provided for in the Eleventh Clause of said will.

The Librarian's report was read by him.

On recommendation of the Librarian it was

Ordered, that Harvey P. Duncan be employed in the regular service, Special Libraries, at ten dollars (\$10) per week, beginning February 27.

Harvey P. Duncan
employed.

Ordered, that an additional regular assistant be employed in the Branch Department; and that Annie T. Fuller be transferred from the Special Libraries to such place, without change in pay.

Annie T. Fuller
transferred to
Branch Department

The Librarian reported the illness of James L. Sullivan of the Shelf Department, and of Thomas J. O'Neil of the Brighton Branch; and on his recommendation, it was

James L. Sullivan
Thomas J. O'Neil

Voted, that James L. Sullivan of the Shelf Department be granted a leave of absence of four weeks without loss of pay, and Thomas J. O'Neil of the Brighton Branch eight weeks without loss of pay, on account of illness and in part compensation for long and faithful service.

illness: leave of
absence.

The Librarian reported that the landlord of the premises occupied by the Roxbury Crossing Reading Room has requested the Library to vacate said premises by April 1st next; and on his recommendation it was

Roxbury Crossing
Reading Room
must vacate
present quarters

Voted, that the President be authorized to execute a lease with M. J. McGreevey of premises at No. 208 Ruggles Street, for a period of three years at an annual rental of \$1100 with privilege of renewal for two years more at the same rent; the landlord to furnish heat, pay water rates, make outside repairs, and remove snow and ice.

Lease of new
premises

A request of the East Boston Improvement Association and the Friends of Irish Freedom for permission to use the lecture hall at the East Boston Branch for monthly public meetings, was granted subject to regulations adopted by the Board.

East Boston Branch,
meetings of Friends
of Irish Freedom

The Librarian was authorized to send a deposit of books to the W. D. Schaffet & Sons Corporation, under the usual conditions.

Deposit of books

The Librarian reported that he is preparing to expend at once a sum of \$5000 for children's books and \$2000

Children's books: special
appropriation for

February 27, 1920

Tardiness on account
of recent stormsSpecial privilege
cards.

for books for aliens, and \$1000 for mounting posters: and his action was approved.

The Librarian was authorized to allow in his discretion absence and tardiness of employees on account of the recent storms.

Special privilege cards were granted to E. Olive Dutcher, Elizabeth Kob, Lewis Shepard Company, Massachusetts Department of Mental Diseases, Sarah E. Palmer, and the Pan-American Federation of America.

Disolved.

Dale Jean Deery
Clarke

March 12, 1920

Friday, March 12, 1920

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Connolly, Kenney and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of February 27, 1920 was read and approved.

Books and supplies
purchase authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, books, chargeable to trust funds income to the amount of \$13.72; also miscellaneous supplies for the Central Library and branches \$16.94.63, for Bindery \$8.26 and for Printing Department \$3.58.

Boston Finance Com-
mission, report with
reference to Printing
and Bindery depts.

A communication from the Boston Finance Commission submitting a report and recommendation with reference to the consolidation of the Printing and Bindery Departments of the Library with the Municipal Printing Plant, was received and read, and on motion of Dr. Mann, it was

Librarian to report
on.

Voted, that the Librarian be requested to obtain from the chiefs of the Printing and Bindery Departments, statements in reply to the report submitted by the Finance Commission.

Librarian's report.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that the following grade increases in pay

take effect March 12: Mabel L. McCreedy, Mary R. Sautio and Rose Yercovitz, Issue Department, Eight dollars (\$8) to Ten dollars (\$10) per week, each; and

Ordered, that the following persons be employed in the regular service, beginning March 12: Anna R. Dolan and Catherine Galvin, Issue Department, Ten dollars (\$10) per week, each.

The Librarian reported the illness of Alexander D. McGee, painter; and on his recommendation, it was

Voted, that Mr. McGee be granted a leave of absence from March 1 to April 1 without loss of pay, on account of illness and in part compensation for long and faithful service.

On recommendation of the Librarian it was

Voted, that the rent of the premises occupied by the Mattapan Reading Room, be increased from Twenty dollars (\$20) to Twenty-five dollars (\$25) per month, beginning February 1, 1920.

The Librarian was authorized to increase the allowance for janitor service at the Depotet, Lower Mills, Mattapan, Bayston Station and Juvenile Reading Rooms, from Six dollars (\$6) to Seven dollars (\$7) per week, each.

The Librarian presented a communication addressed to him by the Finance Commission regarding the hours and wages of the Library carpenter and painter; and after consideration, he was requested to reply to the same informing the Finance Commission in relation to the conditions under which these men are employed.

A communication from the Mount Hope Citizens' Association as to the advisability of opening the Roslindale Branch on Sundays, was referred to the Librarian for reply to the effect that the request will be considered next season.

A communication from Mr. J. J. Laffey, requesting an increase in the allowance for transportation service, was referred to the Librarian for examination and report.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to Fifteen thousand one hundred and thirty-nine and ⁴⁴/₁₀₀ dollars (\$15,139.47), and

March 12, 1920

Grade increases: Mabel L. McCreedy, Mary R. Sautio, Rose Yercovitz.

Employed:

Anna R. Dolan
Catherine Galvin

Alexander D. McGee

ill: leave of

absence

Mattapan Reading
Room: increase in
rent.

Janitor service at
reading rooms: increase
in rate.

Finance Commission on
hours and wages of
carpenter and
painter.

Roslindale Branch
request for
Sunday opening

Transportation: request
for increase in
allowance for.

Bills, allowed and
ordered paid.

March 12, 1920 To trust funds income Seven hundred and twenty and $\frac{44}{100}$ dollars (\$720.44)

Special privilege cards. Special privilege cards were granted to Ralph W. Berganpen, Ethel D. Rice, and the Bureau of Industrial Relations.

Dissolved.

Della Van Deem
Clerk.

March 26, 1920

Friday, March 26, 1920

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Connolly, Kenney, Kirolein and Mann.
The President Mr. Kenney in the chair.

The record of the meeting of March 12, 1920 was read and approved.

Books and supplies

purchase

authorized.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, books, chargeable to trust funds income to the amount of \$1032.50; also miscellaneous supplies for the Central Library and branches \$219.83, for Bindery \$24.78 and for Printing Department \$59.42.

Circular from

Mayor's office

Circular No. 48 from the Mayor's office was read and ordered placed on file.

Sargent painting

request for

removal of

Communications from the Anti-Defamation League, Council of Jewish Women, and the Young Women's Hebrew Association, urging the removal from the Library of the Sargent mural painting "The Synagogue," were received and read; and it was the sense of the Board that these communications and others relating to the subject be answered to the effect that contracts made with Mr. Sargent many years ago for these paintings, gave him complete freedom in the design and execution of his work under the same.

Anne Hutchinson

statue

A communication was received from Mr. Erving Win also asking the Trustees to take definite action in the matter of the Anne Hutchinson statue; and it was

Voted, that Mr. Winslow be informed that after careful and thorough consideration, the Trustees are of the opinion that there is no place in the Library building suitable for the exhibition of

the cast of the Anne Hutchinson statue.

The Librarian presented a communication from the Mayor enclosing a letter from Representative Benjamin C. Lane relative to the need of a new library building in West Roxbury; also a request from the West Roxbury Library Committee, ^{of Citizens Association} representing the leading secular and religious organizations of the district, for a hearing ^{matter of} on a proposed site for the same; and it was

Voted, that the West Roxbury Library Committee be informed that the Board will be glad to give them a hearing at its next regular meeting on April 9, 1920, at 3 o'clock p.m.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that Charles Hardy be employed in the regular service under Civil Service rules, as janitor at the West End Branch at twenty-four and $\frac{25}{100}$ dollars (\$24.25) per week, in place of Daniel J. Sullivan deceased.

Ordered, that Eleanor M. Mileshey be employed in the regular service as assistant in the Special Libraries, at seventeen dollars (\$17) per week, beginning April 2.

The Librarian's recommendation for salary increases to take effect April 2, was laid upon the table.

The Librarian reported that James L. Sullivan and Joseph W. Ward of the Shelf Department, both absent on account of illness, are still unable to return to work, and after consideration, it was

Voted, that James L. Sullivan be granted a further leave of absence of three weeks without loss of pay; and Joseph W. Ward a further leave of absence of four weeks with half pay together with fifty dollars (\$50) from the Alice Lincoln Whitney Fund; both on account of illness and in part compensation for long and faithful service, and worthy of such consideration.

The request of William Connell of the Bindery for a leave of absence of three months with half pay on account of illness, was laid upon the table pending further information upon the case.

The Librarian submitted a report made at his

March 26, 1920

West Roxbury
Citizens Association
for a hearing on a
proposed site for
new library building

Hearing to be
given Committee

Librarian's report

Charles Hardy
employed

Eleanor M. Mileshey
employed

Salary increases, recom-
mendation laid on
table.

James L. Sullivan

Joseph W. Ward: ill
leave of absence

Joseph W. Ward
allowance from

Alice Lincoln Whitney
Fund

William Connell

request for leave of
absence laid on
table.

March 26, 1920

Fox & Gale

report on roof:

repairs to be made

by Fox & Gale's Sons

without competition.

Recommendation

approved and

referred to Mayor

Transportation service:

Librarian to secure

new proposals

Special privilege cards

request by Fox & Gale, Architects, on the matter of necessary repairs to the main roof of the Central Library building, together with an approximate estimate of cost of the same made by John Fox & Gale's Sons; and a recommendation that on account of the nature of the work required, the Mayor be requested to authorize the employment of John Fox & Gale's Sons without competition, to do this work after a careful survey and report, the labor and materials to be furnished at standard current prices.

On motion of Dr. Mann, it was

Voted, that the report and recommendation be approved, and a letter in accordance with the recommendation of the Architects sent to His Honor the Mayor.

The Librarian reported further on the request of J. J. Taffey for an increase of twenty-five dollars (\$25) per week in the allowance for transportation service; and after consideration, he was requested to secure new proposals for doing this work.

Special privilege cards were granted to Enoch F. Bell, Merwin J. Earl, Hammond J. Fletcher, Helen Pickham, and the District Engineer, U. S. Geological Survey.

Displaced.

Della Jean Deery

Work.

April 9, 1920

Friday, April 9, 1920

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3 o'clock p.m.

Present: Messrs. Carr, Connolly, Tenney and Mann.

The President Mr. Tenney in the chair.

West Roxbury Library

Committee hearing

on subject of a site

for a new library

building

Members of the West Roxbury Library Committee were present by invitation, to be heard on the subject of a site for a proposed new library building in West Roxbury. Mr. Nutting, Chairman, stated the makeup of the Committee and called upon various members to present the situation in detail, and the desirability of securing at the present time the particular site selected, because of its size, low cost and central location: the Committee being unanimous in approval of said site. The Board assured the

Committee that favorable consideration would be given to their wishes; and the Committee then withdrew.

The record of the meeting of March 26, 1920 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, Books, chargeable to trust funds income to the amount of \$710, also miscellaneous supplies for the Central Library and branches. \$454.51 and for Binding \$123.50.

A petition from janitors at the branches for a 30% increase in their pay, was referred to the Librarian for examination and report.

The following communications were read and ordered placed on file: from the Mayor's office forwarding a communication from Representative George F. Murphy of East Boston in the matter of enlarged library accommodations for Orient Heights; from the Mayor, in reference to the purchase of supplies through the City Supply Department; and from Mr. Erving Winslow in the matter of the Anne Hutchinson statue.

The Librarian's recommendation for increases in pay to take effect April 2, 1920 was taken from the table; and it was

Voted, that the recommendation be approved; and

Ordered, that the following increases in pay take effect April

2, 1920:

Executive Department

Otto Reichner, \$3900 to \$4000 per year
Della Jean Deery, \$25.89 to \$22 per week
Marion H. Shumway, \$23.01 to \$26.85 " "
Margaret K. Murphy, \$13.92 to \$18 " "
Ledia Heers, \$12 to \$14 per week
Celestine A. Nichols, \$38.35 to \$40 " "
Elizabeth M. Rosmond, \$18 to \$22 " "
Timothy J. Mackin, \$23.97 to \$21 " "

Catalogue Department

Samuel A. Chevalier, \$52.43 to \$55 per week
Lindsay Swift, \$38.35 to \$40 per week
John M. Andros, \$32.60 to \$35 " "
Lucien E. Dyer, \$26.42 to \$22.50 " "
Mary A. Dwyer, \$24.92 to \$22 " "
Michael McCarthy, Jr., \$25.60 to \$22.50 " "
E. Evelyn Menick, \$21.92 to \$21 " "
Mr. Sherron Campbell, \$19.92 to \$25 " "
Elsie W. Coolidge, \$19.92 to \$25 " "
Oma L. Cutler, \$19.92 to \$25 " "
Ida W. Gault, \$19.92 to \$25 " "
Ester Lissner, \$19.92 to \$25 " "
Elizabeth E. Barry, \$19.92 to \$25 " "

April 9, 1920

Books and supplies

purchase

authorized

Janitors of branches

request increase

Communications:

Orient Heights R. Room

enlarged accommodations

Supply Department

purchases through

Ann Hutchinson statue

Librarian's recom-

mendations for

increases in pay

approved.

April 9, 1920

Catalogue Department, continued

Ethel M. Hargwood, \$18.92 to \$25 per week
 May S. Crosby, \$17.92 to \$23 " "
 Gladys E. Locke, \$17.92 to \$23 " "
 Mary S. Prim, \$17.92 to \$23 " "

J. Francis Brennan, \$24.92 to \$31 " "
 Abraham Singer, \$22.42 to \$30 " "
 William S. C. Graham, \$17 to \$22 " "

Shelf Department

William J. J. Doffen, \$30.68 to \$35 per week
 George H. Connor, \$24.92 to \$31 " "
 John H. Boarden, \$24.92 to \$31 " "
 Joseph W. Ward, \$21.42 to \$26.50 " "
 William C. McGowan, \$19.92 to \$25 " "
 James A. Sullivan, \$19.92 to \$25 " "
 James D. Kennedy, \$18.92 to \$25 " "
 William H. McCarthy, \$18.92 to \$25 " "
 Katherine J. Graham, \$19.92 to \$25 " "
 Anne E. Doonan, \$16.42 to \$21 " "
 Clarence J. Richards, \$16.42 to \$21 " "

Ordering Department

Theodore E. Macurdy, \$38.35 to \$40 per week
 Emily O. Driscoll, \$24.92 to \$31 " "
 William C. Mavers, \$25.42 to \$31 " "
 Helen G. Eushing, \$22.92 to \$27 " "
 Christine Jago, \$20.92 to \$25 " "
 Margaret D. Collins, \$19.92 to \$25 " "
 Francis H. Godard, \$18 to \$23 " "
 Margaret E. Sinclair, \$15.92 to \$21 " "
 Harriet W. Mulloy, \$15.92 to \$20 " "
 William J. O'Hara, \$11.92 to \$15 " "

Bates Hall Reference

Frank H. Chase, \$52.92 to \$55 per week
 Agnes C. Doyle, \$25.89 to \$31 " "
 Michael J. Conroy, \$25.89 to \$31 " "
 Edith A. von Schuppe, \$11.92 to \$15 " "

Bates Hall Centre

Pierce E. Buckley, \$32.60 to \$36.45 per week
 William J. Mulloney, \$23.97 to \$31 " "
 Katherine G. Sullivan, \$16.42 to \$21 " "
 Florence E. Sullivan, \$16.42 to \$21 " "
 Marie D. Gross, \$11.92 to \$15 " "

Newspaper Room

Frederic Leret, \$23.97 to \$30 per week

Patent Room

William J. Lannis, \$23.97 to \$30 per week
 Joseph A. Crooley, \$13.92 to \$20 " "

Periodical Room

Francis J. Hannigan, \$24.92 to \$28 per week
 William E. Kelly, \$19.42 to \$23 " "
 James M. Mutt, \$11.92 to \$15 " "

April 9, 1920

Statistical Department

Horace L. Wheeler, \$25.89 to \$32 per week
 Morris J. Rosenberg, \$20.92 to \$25 " "

Registration Department

A. Frances Rogers, \$28.76 to \$32 per week
 Joseph A. Maier, \$19.92 to \$25 per week
 Elsie M. Hoden, \$19.92 to \$23 " "
 Catherine L. Kennedy, \$14.92 to \$19 " "
 Alice M. Barry, \$13.92 to \$18 " "

Special Libraries

Frank A. Bourne, \$38.35 to \$40 per week
 Walter Rocklands, \$27.92 to \$33 per week
 George S. Maynard, \$24.92 to \$30 " "
 Walter E. Joryth, \$23.97 to \$28 " "
 Barbara Duncan, \$22.05 to \$28 " "
 Margaret L. Cassidy, \$18.42 to \$23 " "
 Mary H. Deloy, \$15.92 to \$21 " "
 George E. Johnson, \$12 to \$17 " "
 Annie C. Smithers, \$11.92 to \$15 " "
 Stella M. Pistorio, \$10 to \$12 " "

Issue Department

Frank C. Glaisdale, \$34.52 to \$40 per week
 Mary E. Sheridan, \$24.92 to \$31 " "
 Mary A. Rapallo, \$18.92 to \$25 " "
 Flora A. Ennis, \$17.67 to \$22 " "
 Mary E. Mulvaney, \$16.92 to \$22 " "
 Julia R. Jarry, \$16.42 to \$21 " "
 Mary M. Burke, \$15.92 to \$20 " "
 Beatrice Coleman, \$13.92 to \$18 " "
 Josephine A. Day, \$13.92 to \$18 " "
 Mary A. McDowell, \$13.92 to \$18 " "
 Patricia Piccolo, \$11.92 to \$15 " "
 Ruth von Schuppe, \$11.92 to \$15 " "
 Anna M. Brennan, \$10 to \$12 " "
 Laura M. Gosh, \$10 to \$12 " "
 Veronica E. Hesion, \$10 to \$12 " "
 Alice M. Kernon, \$10 to \$12 " "
 Mary J. Kelroy, \$10 to \$12 " "
 Lena Magug, \$10 to \$12 " "
 Eleanor S. Schuler, \$10 to \$12 " "
 Anna M. Jowers, \$10 to \$12 " "
 Mary R. Santino, \$10 to \$11 " "

Children's Department

Alice M. Jolan, \$30.68 to \$35 per week
 Mary E. Day, \$21.09 to \$25 " "
 Anna L. Manning, \$19.92 to \$23 " "
 Elizabeth H. Madonia, \$16.92 to \$21 " "
 Mary V. Doyle, \$11.92 to \$15 " "

Singers and Janitor Department

John A. Lawrence, \$30 to \$33 per week
 Alexander D. Mofee, \$30 to \$33 per week
 John L. Williams, \$24 to \$27 " "
 Henry W. Dye, \$21 to \$24 " "
 James J. Kelley, \$21 to \$24 " "
 Patrick A. Kennedy, \$21 to \$24 " "
 Charles W. Murphy, \$21 to \$24 " "
 William E. Coles, \$21 to \$24 " "
 William J. Hokey, \$21 to \$24 " "

April 9, 1920

Engineer and Janitor Department, continued

David G. J. Johnson, \$21 to \$24 per week
 Charles Cooker, \$21 to \$24 " "
 Thomas J. Weston, \$21 to \$24 " "
 Mary D. Mullen, \$19.92 to \$23 " "

Bakery

James W. Kenney, \$50.81 to \$54.65 per week
 Theresa C. Macdonald, \$19.92 to \$25 " "

Printing Department

Francis Watts Lee, \$45.06 to \$48.90 per week

Branch Department

Langdon L. Ward, \$52.73 to \$55 per week
 Alice O. Stevens, \$25.89 to \$31 " "
 Marjorie H. McCarthy, \$20.42 to \$26 " "
 Charles A. S. Dargatzis, \$20.42 to \$26 " "
 Cecilia W. Knapp, \$19.92 to \$25 " "
 Jessie J. Doherty, \$19.42 to \$24.50 " "
 Maud M. Morse, \$18.92 to \$24 " "
 Margaret M. Newman, \$17.42 to \$23 " "
 Helen M. Nelson, \$14 to \$20 " "
 Annie D. Fuller, \$11.92 to \$15 " "
 Florence D. Weinstein, \$10 to \$14 " "
 Luchel Dublanc, \$10 to \$14 " "
 Robert D. Dixon, \$23.42 to \$31 " "
 Richard Brown, \$19.92 to \$25 " "

Brighton Branch

Marian W. Brackett, \$24.93 to \$31 per week
 Ellen J. Conley, \$19.92 to \$25 per week
 Florence E. Mathews, \$19.92 to \$23 " "
 Margaret O. Pomeroy, \$13.92 to \$18 " "
 Thomas J. O'Neil, \$26 to \$29 " "

Charlton Branch

Katherine J. Ryan, \$25.89 to \$31 per week
 Annie M. Donovan, \$19.92 to \$25 " "
 Margaret D. McGowan, \$18.92 to \$21 " "
 Henrietta J. Temple, \$13.92 to \$18 " "
 Kathleen E. Carter, \$12.92 to \$17 " "
 Louis H. Madore, \$26 to \$29 " "

Codman Square Branch

Elizabeth P. Ross, \$24.93 to \$31 per week
 Ruth B. Lather, \$19.92 to \$24 " "
 Beatrice M. Swager, \$19.92 to \$23 " "
 Edith G. Damco, \$13.92 to \$18 " "

Dorchester Branch

Elizabeth J. Reed, \$24.93 to \$31 per week
 Margaret S. Barton, \$19.92 to \$25 " "
 Clara L. Jones, \$17.92 to \$23 " "
 Anna J. Lynch, \$13.92 to \$20 " "
 Annie J. Riley, \$13.92 to \$18 " "

April 9, 1920

East Boston Branch

Laura M. Cross, \$25.89 to \$31 per week
 Alice M. Wray, \$19.92 to \$25 " "
 Louise B. Bell, \$17.92 to \$23 " "
 William O. Dickford, \$16.42 to \$22 " "
 Jessie H. Wellington, \$13.92 to \$18 " "
 Ethel E. Knudsen, \$13.92 to \$20 " "
 Everett J. Matthews, \$26 to \$29 " "

Hyde Park Branch

Elizabeth Rinsworth, \$24.93 to \$31 per week
 Nellie R. Stone, \$19.92 to \$25 " "
 Gertrude S. M. Lauppre, \$13.92 to \$18 " "
 Edith Rich, \$13.92 to \$18 per week
 Amelia R. Brady, \$12 to \$16 " "
 John A. Brown, \$26 to \$29 " "

Jamaica Plain Branch

Mary P. Sweeney, \$24.93 to \$31 per week
 Nellie F. Riley, \$19.92 to \$25 " "
 Alice D. Orcutt, \$17.92 to \$23 " "
 Elizabeth M. Kelley, \$13.92 to \$20 " "

North End Branch

Josephine E. Kenney, \$25.89 to \$31 per week
 Frances E. Connolly, \$15 to \$20 " "
 Annie S. Hermann, \$13.92 to \$18 " "
 Cecilia M. Nazzaro, \$12.92 to \$17 " "
 Anna L. Lockery, \$10 to \$14 " "
 Robert A. Powers, \$26 to \$29 " "

Roslindale Branch

Grace L. Murray, \$24.93 to \$31 per week
 Jessie M. Daided, \$16 to \$21 " "
 Edie E. Brooker, \$12 to \$16 " "

Roxbury Branch

Helen M. Bell, \$24.93 to \$31 per week
 Katie F. Albert, \$19.92 to \$25 " "
 Martha L. C. Berry, \$18.42 to \$23 " "
 Sarah W. Griggs, \$16.42 to \$22 " "
 Margaret A. Murphy, \$13.92 to \$20 " "
 William O. Nugent, \$22.45 to \$25.75 " "

South Boston Branch

M. Florence Cufflin, \$25.89 to \$31 per week
 Ellen A. Eaton, \$19.92 to \$25 per week
 Margaret A. Colman, \$19.92 to \$23 " "
 Anna C. Lynch, \$15.92 to \$21 " "
 William M. Garof, \$12 to \$16 " "
 Mary J. Slattery, \$16.92 to \$20 " "

South End Branch

Margaret A. Sheridan, \$25.89 to \$31 per week
 Alice M. Etrick, \$19.92 to \$25 per week
 Emma J. Lynch, \$19.92 to \$23 " "
 Ellen E. Mathews, \$15.92 to \$21 " "
 Cornelius J. Callahan, \$13.92 to \$18 " "

April 9, 1920

South End Branch - continued

Clara L. Maxwell, \$13.92 to \$18 per week
 Mary V. McEneaney, \$13.92 to \$18 " "
 John D. Vandewael, \$26 to \$29 " "

Warren Street Branch

Florence M. Bethune, \$24.93 to \$31 per week
 Lucette Duck, \$16 to \$21 per week
 Edith Gustafson, \$13.92 to \$18 per week
 Eda Askerhoff, \$12 to \$16 " "

Typhani's Corner Branch

Mary J. Kelley, \$25.89 to \$31 per week
 Mary J. Curley, \$19.92 to \$25 " "
 Gertrude Denney, \$15.92 to \$21 per week
 Caroline Eubank, \$13.92 to \$18 " "
 Katherine McStrick, \$13.92 to \$20 " "
 Olive M. Neilson, \$13.92 to \$20 " "
 Adeline Paramio, \$13.92 to \$18 " "

West End Branch

Alice M. Robinson, \$25.89 to \$31 per week
 George W. Forbes, \$22.05 to \$27 " "
 Geneva Mackon, \$19.92 to \$25 " "
 Margaret Collyer, \$17.92 to \$23 " "
 Mary E. Riley, \$16.42 to \$22 " "
 Ella Seimberg, \$12 to \$16 " "
 Charles Hickey, \$24.25 to \$27.25 " "

West Roxbury Branch

Lucie J. Morse, \$24.93 to \$31 per week
 Rebecca E. Willis, \$19.92 to \$25 " "
 Mary E. Egan, \$17.92 to \$23 " "
 Lillian M. Nasham, \$13.92 to \$18 " "
 Edward Schwartz, \$12.50 to \$14 " "

Reading Rooms

Mary R. Hill, Lower Mills, \$16.92 to \$23 per week
 Emma G. Byrnes, Methuen, \$16.92 to \$23 " "
 Mary M. Sullivan, Amesbury, \$18.92 to \$23 " "
 Joseph E. Withers, Mt. Vernon, \$18.92 to \$27 " "
 Elizabeth M. Kinnahan, Mt. Vernon, \$18.92 to \$18 " "
 Leah Conley, Mt. Vernon, \$12 to \$16 " "
 Katherine J. Hudson, Elliston, \$18.92 to \$27 " "
 Alice E. Deley, Elliston, \$13.92 to \$18 " "
 Margaret H. Reid, Mt. Vernon, \$18.92 to \$27 " "
 Anna E. Tobin, Mt. Vernon, \$13.92 to \$18 " "
 Danny Goldstein, Tyler Street, \$20.92 to \$27 " "
 Katrina M. Lister, Roxbury Crossing, \$18.92 to \$27 " "
 Clarence E. Maguire, Brighton Station, \$18.92 to \$27 " "
 Helen R. Needham, Brighton Station, \$13.92 to \$18 " "
 Edith R. Nickerson, Andrew Square, \$18.92 to \$23 " "
 Mary Egan, Andrew Square, \$13.92 to \$18 " "
 Edith J. Beckett, Orient Heights, \$18.92 to \$23 " "
 Alice J. Murphy, City Point, \$20.92 to \$27 " "
 Gertrude E. Griffin, Parker Hill, \$16.92 to \$21 " "
 Gertrude J. Connell, Fenwick, \$18.92 to \$23 " "

Librarian's report

Angus J. Walker
employed

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that Angus J. Walker be employed in the regular

April 9, 1920

service, Issue Department, at Ten dollars (\$10) per week, beginning April 9.

The Librarian reported on the application of William Connell of the Bindery for a leave of absence with half pay on account of illness, referred to him at the meeting of March 26th, and on his recommendation it was

William Connell
illness;
granted leave
of absence

Voted, that William Connell of the Bindery be allowed half pay during absence for the period February 1 to April 30, 1920 inclusive; on account of illness and in part compensation for long and faithful service.

The Librarian reported also the absence on account of illness of Miss Denney of the Typhani's Corner Branch and Miss Rooney of the Brighton Branch; and on his recommendation it was

Ida G. Denney
Margaret V. Rooney
leave of absence

Voted, that Ida G. Denney of the Typhani's Corner Branch be allowed half pay during absence for the period February 20 to March 11th, inclusive; and Margaret V. Rooney half pay during absence for the period March 5 to April 1, 1920 inclusive; both on account of illness and in part compensation for long and faithful service.

on account of
illness.

The Librarian presented an offer from the Roslindale Community Club to give to the Roslindale Branch of the Library a collection of twenty-one books for children in nicely printed and illustrated editions, and a bookcase for the same; and it was

Roslindale Community
Club, gift for
Roslindale Branch

Voted, that the gift be accepted, and the appreciation of the Trustees communicated to the Roslindale Community Club through the Librarian.

On recommendation of the Librarian and in view of the fact that the Library is closed on all other holidays, it was

Library to be
closed on all
holidays

Voted, that until further order the Library be closed on February 22nd and April 1st.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to Fourteen thousand Two hundred and 26/100 dollars (\$14,200.26), and to trust funds income Five hundred and thirty-eight

Bills approved and
ordered paid.

April 9, 1920

and $\frac{73}{100}$ dollars (\$538.73).Interpretation of 3%
clause in will of
J. H. Benton

Voted, that the President and Mr. Carr be requested to arrange with the Corporation Counsel for a conference with Mr. Mitchell the City Auditor, and Mr. Wallin, a trustee of the Benton Estate, with reference to an interpretation of the 3% condition in the will of Josiah H. Benton, and securing affidavits in relation to the same.

Draft of annual
report

The President presented for the consideration of the Board a draft of the report of the Library for the year ending January 31, 1920.

Disposal of:

Miss Jean Deery
books

April 23, 1920

Friday, April 23, 1920

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney, Kirstein and Mann.

The President Mr. Kenney in the chair.

The record of the meeting of April 9, 1920 was read and approved.

Books and supplies
purchase authorized

The Librarian was authorized to purchase according to list submitted by him and to be placed on file, books, chargeable to trust funds income to the amount of \$301.50; also miscellaneous supplies for the Central Library and branches \$1145.15, for Binding \$629.75 and for Printing Department \$1195.

George F. Murphy:
library facilities at
Orient Heights

A communication dated April 19th from Representative George F. Murphy of East Boston, with reference to enlarged library facilities at Orient Heights, was referred to the Librarian for examination and report.

Vienna Library
asks help for
employees.

A communication from the Central Library of Vienna, Austria, regarding the financial situation of the Library and its employees in the present time of need, was read and referred to the President for reply.

A communication was received from Mr. Walter

April 23, 1920

Portrait of J. H. Benton

by Mr. G. Page

lent to Library

Gilman Page offering to lend to the Library for a few weeks a portrait of the late Josiah H. Benton; and it was

Voted, that the offer of Mr. Page be accepted with the thanks of the Trustees.

A communication dated April 14th was received from His Honor the Mayor in the matter of authorization for the employment of John Farguhar's Sons without competition to repair the roof of the Central Library building; and stating that the same had been referred to the Finance Commission for report; and it was

John Farguhar's Sons to

make repairs to

roof; matter

referred to

Finance Commission

Voted, that the President and Mr. Carr be a committee to appear before the Finance Commission with the Architects, and state the case regarding these repairs as set forth in the recommendation of the Architects.

On motion of Mr. Kirstein, it was

Voted, that the question of installing in the Central Library a fuel oil burning plant, be submitted to the Massachusetts Institute of Technology and to Stone Webster for opinion.

Fuel oil burning plant

question to be

referred to experts

for opinion

A communication dated April 13 was received from Rabbi Leo M. Franklin, President of the Central Conference of American Rabbis, asking for some definite word in the matter of the Sargent painting "The Synagogue"; also an opinion of the Corporation Counsel of the City of Boston as to the legal powers of the Trustees in relation to the same; and it was

Sargent painting;

American Rabbis

want definite

word regarding

Voted, that the President be requested to reply to the Central Conference of American Rabbis enclosing a copy of the opinion of the Corporation Counsel and a copy of the decision of the Supreme Court to which reference is made in said opinion; and state that the contracts for the Sargent paintings were made and approved by the Trustees of the years 1894 and 1895.

President to reply

On motion of Mr. Mann it was

Voted, that the Board approves the recommendation made by the West Roxbury Library Committee with reference to the purchase of a site which includes the present Library lot and land adjoining for the location of a suitable library building in that district.

West Roxbury Branch

recommendation of

committee on site,

approved

The following bids for transportation service were opened

April 23, 1920

Transportation

service: new

proposals for

Librarian's report

Walter Rowlands

Temporary acting

custodian Special

Libraries.

Librarian to advertise

for chief for.

John J. Griffin

pay increased

Branch Department

extra service in

Shipping room

Janitors at branches

Request for increase

not granted.

Cora T. Stewart

leave of absence

extended

and read and referred to the Librarian for examination.

Thomas Lee Company	\$216 per week
J. Keefe Company	225 " "
Trinkins Book & Express	
(J. J. Laffer)	240 " "
Goulden, Smith & Hopkins	258 " "
A. DeStefano Company	276 " "

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that at a date not later than June 1, 1920, Walter

Rowlands, first assistant in the Special Libraries be appointed Temporary acting custodian, at a salary at the rate of Two thousand dollars (\$2000) per year; and the Librarian was requested to advertise as widely as in his judgment seems best, for a suitable person for permanent appointment to the position of custodian.

Ordered, that the pay of John J. Griffin, marble worker, be increased from Thirty-three and ⁵⁵/₁₀₀ dollars (\$33.55) to Thirty-nine and ⁶⁰/₁₀₀ dollars (\$39.60) per week, beginning April 23; to conform to trade union rates.

Ordered, that the allowance for extra service in the Branch Department, shipping room, be increased from Fourteen dollars (\$14) to Seventeen dollars (\$17) per week, beginning April 23.

The Librarian reported on the petition of janitors at the branches for an increase of thirty per cent in pay, referred to him on April 9th; and after consideration, it wasVoted, that in view of the fact that these men were granted an increase in pay of Three dollars (\$3) per week each on April 2nd, the Trustees do not feel justified in granting any additional increase at the present time.

The Librarian reported that Miss Stewart, Librarian of the Tyler Street Reading Room who is absent on account of illness will be unable to return to duty on May 1 as expected; and on his recommendation it was

Voted, that Miss Stewart be granted a further leave of absence of three months with half pay, on account of illness and in part compensation for long and faithful service.

The Librarian reported also the illness of Maud M. Morse of the Branch Department, and on his recommendation it was

April 23, 1920

Maud M. Morse

granted leave of

absence

Gertrude F. Griffin

to carry over un-

expended vacation

allowance.

Special privilege cards

Voted, that Miss Morse be granted a leave of absence with half pay until July 1, 1920; on account of illness and in part compensation for long and faithful service.

On recommendation of the Librarian, Gertrude F. Griffin of the Parker Hill Reading Room was granted permission to carry over to 1920 an unexpended balance of twenty days of 1919 vacation allowance.

Special privilege cards were granted to the Rev. Howard A. Bridgman, Joseph DeMarco, and Claude E. Hyde.

Dissolved:

Della Jean Deery
clerk.

Monday, May 3, 1920

May 3, 1920

Date for annual meeting of the Corporation.
By order of the President Meeting adjourned to Friday, May 7, 1920 at 3.30 o'clock p.m.Date for annual
meeting.Della Jean Deery
clerk.

May 7, 1920

Friday, May 7, 1920

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly, Kennay, Kirosein and Mann.
The President Mr. Kennay in the chair.

The record of the meeting of April 23, 1920 was read and approved.

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches, \$2941.78 and for Bindery \$103.86.

Circular No. 51 from the Mayor's Office with reference to the pay of municipal employees who served in the World War, was referred to the Librarian for reply.

Communications from the Central Conference of American Librarians dated April 28, with reference to the Sargent printings; and from the Mayor dated April 27, relative to a site for a library building in West Roxbury, were read and ordered placed on file.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that the following transfers and promotions take effect

May 7, 1920: Marie J. Gross, from Bates Hall book desk to Registration Department, increase in pay from fifteen dollars (\$15) to sixteen dollars (\$16) per week; Issue Department, Flora A. Ennis, to return desk, in place of Mary E. Hagerty, resigned, without change in pay; Julia R. Zaugg, to Special Libraries indicator in place of Annie J. Murphy, deceased, with increase in pay from twenty-one dollars (\$21) to twenty-two dollars (\$22) per week; Mary M. Burke, new book case to indicator, with increase in pay from twenty dollars (\$20) to twenty-one dollars (\$21) per week; Mary A. McDonald, general assistant, to new book case, with increase in pay from eighteen dollars (\$18) to nineteen dollars (\$19) per week; Beatrice Coleman, general assistant, to indicator, with increase in pay from eighteen dollars (\$18) to nineteen dollars (\$19) per week; Ruth von Schoppe, tube room assistant, to general assistant, with increase in pay from fifteen dollars (\$15) to sixteen dollars (\$16) per week; Palmira Piccolo, assistant tube room, to Bates Hall book desk, without change in pay; Veronica S. Hession and Alice M. Kernan, stock attendants, to assistants tube room, with increase in pay from twelve dollars (\$12) to fourteen dollars (\$14) per week, each.

Miscellaneous

Supplies

Purchase

authorized

Pay of municipal
employees

Communications in re

Sargent Synagogue

Site for W. Roxbury

Library building

Librarian's report

Transfers and promotions:

Marie J. Gross

From A. Ennis

Julia R. Zaugg

Mary M. Burke

Mary A. McDonald

Beatrice Coleman

Ruth von Schoppe

Palmira Piccolo

Veronica S. Hession

Alice M. Kernan

On recommendation of the Librarian, Rebecca Millmeister, still absent on account of illness, was granted a further leave of absence of three months without pay.

The Librarian presented for further consideration the case of Maud M. Morse of the Branch Department absent on half pay on account of illness, and on motion of Dr. Mann it was

Voted, that Maud M. Morse be granted One hundred dollars (\$100) from the Alice Lincoln Whitney Fund, on account of illness.

A request from Morris Rosenberg of the Statistical Department for an extension of his leave of absence of three months granted February 1, 1920, while engaged in other work, to October 1st next, was considered, and the Librarian was requested to inform Mr. Rosenberg that he must make his decision regarding his return to the Library service by July 1 next.

A request from John J. O'Brien of the Bindery for an absence of four days without loss of pay to take part in certain recruiting work, was received and considered, and on recommendation of the Librarian was not granted.

The Librarian reported on the matter of increased rent of the premises occupied by the Mt. Bowdoin Reading Room; and on his recommendation it was

Voted, that the lease of the premises occupied by the Mt. Bowdoin Reading Room be renewed for a period of three years at a rental of Eighty-three and $\frac{33}{100}$ dollars (\$83.33) per month to date from April 1, 1920, with privilege of renewal for two years more at the same rate.

The Librarian reported on the bids received last week for transportation service for the Library, and recommended that the bid of Thomas Lee Company for two hundred and sixteen dollars (\$216) per week, the lowest, be accepted. After consideration, on motion of Mr. Kirosein, it was

Voted, that the various bidders be asked whether they are prepared to enter into a contract for the work on the basis of one year with the understanding that the Trustees may terminate the same on thirty days' notice.

May 7, 1920

Rebecca Millmeister

leave of absence

extended

Maud M. Morse

allowance from

Whitney Fund

Morris Rosenberg

request for

extension of

leave of absence

not granted

John J. O'Brien

request for leave

of absence not

granted

Mt. Bowdoin Reading

Room: increase in

rent

Transportation: pro-

posals considered;

Thomas Lee Co

lowest

Contract on basis

of one year

May 7, 1920
George F. Murphy
on behalf of
American Legion

The Librarian reported on the communication of Representative George F. Murphy of East Boston regarding enlarged library facilities for Orient Heights: that his request, made on behalf of the American Legion is that the Trustees rent the entire building now occupied by the Reading Room and allow the Post quarters there at a nominal rent. After consideration, it was

Request not granted

Voted, that the Librarian be directed to inform Mr. Murphy that the Trustees find it inexpedient to comply with the request.

Dorothy Downer
offers statue of
a child with
kitten

A communication was received from Mr. D. C. Braver on behalf of Miss Dorothy Downer, offering to the Library as a gift, a marble statue of a child playing with a kitten; and the Librarian was requested to acknowledge with thanks the receipt of the offer, and say that the Trustees and the Art Commission will be glad to see the statue.

Special privilege cards

Special privilege cards were granted to Caroline E. Garry, Louis Levin, and Carrie B. Mettler.

Bills allowed and
ordered paid

The following bills, having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to thirteen thousand, three hundred and sixty-nine and $\frac{85}{100}$ dollars (\$13,369.85); and to trust funds income, nine hundred and eighteen and $\frac{20}{100}$ dollars (\$918.20).

Special draft

Voted, that there be allowed and paid to Stephen Gar- della the sum of eighty dollars (\$80) the same being for removing snow from the roof of the North End Branch Library building; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment said amount to be charged to the appropriation for Library Department 1920-1921.

Dissolved:

Della Jean Deery
Clerk.

Friday, May 7, 1920

The annual meeting of the Corporation was held in the Trustees' room at 5 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney, Kirstein, and Mann.

The President Mr. Kenney in the chair.

The records of the adjourned annual meetings of September 26, 1919 and May 3, 1920 were read and approved.

The Corporation proceeded to the election of officers by viva voce vote, as follows:

First vote for Clerk: Mr. Carr voted for Della Jean Deery, Father Connolly voted for Della Jean Deery, Mr. Kenney voted for Della Jean Deery, Mr. Kirstein voted for Della Jean Deery, Dr. Mann voted for Della Jean Deery; who was declared elected Clerk and qualified for office by taking and subscribing the following oath:

I, Della Jean Deery, solemnly swear that I will well and faithfully perform all the duties incumbent upon me as Clerk of the Trustees of the Public Library of the City of Boston.

Della Jean Deery

Suffolk Co. Subscribed and sworn to this 7th day of May, A.D. 1920

Before me:

Frank C. Blaisdell
Notary Public.

First vote for President: Mr. Carr voted for Alexander Mann, Father Connolly voted for Louis E. Kirstein, Mr. Kenney voted for Samuel Carr, Mr. Kirstein voted for Samuel Carr, Dr. Mann voted for Samuel Carr.

Mr. Carr stated that on account of ill health and in the judgment of his physician, he cannot at this time take on any additional duties, and therefore, with sincere regret, he must decline the appointment.

Second vote for President: Mr. Carr voted for Alexander Mann, Father Connolly voted for Louis E. Kirstein, Mr. Kenney voted for Alexander Mann, Mr. Kirstein voted for Alexander Mann, Dr. Mann voted for Louis E. Kirstein; and Alexander Mann was

May 7, 1920
Annual Meeting

D. T. Deery, elected
Clerk

First vote for President
Mr. Carr elected.

Declines to serve.

Second vote for President.
Dr. Mann elected.

May 7, 1920

Samuel Carr
elected Vice
President.

declared elected President.

First vote for Vice President: Mr. Carr voted for Louis E. Kirstein, Father Connolly voted for Samuel Carr, Mr. Conway voted for Samuel Carr, Mr. Kirstein voted for Samuel Carr, Dr. Mann voted for Samuel Carr; and Samuel Carr was declared elected Vice President.

There being no further business the meeting was dissolved.

Della Jean Deery
blank.

May 21, 1920

Friday, May 21, 1920

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3:30 o'clock p.m.

Present: Messrs. Carr, Connolly, and Mann.

The President Dr. Mann in the chair.

The record of the meeting of May 7, 1920 was read and approved.

Supplies, purchase
authorized

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$2348.73, and for Bindery \$315.55.

Mayor approves

contract with

John Farquhar's Sons

for roof repairs

Librarian's report

The President presented a letter from the Mayor dated May 10, approving the awarding of a contract amounting to five thousand dollars (\$5000) and over, without advertising, to John Farquhar's Sons, Inc. for repairing the roof of the Central Library building.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Employed:

Mary V. Wall

Annie Reis

Marjorie MacIntyre

Rachel Naiman

Helen E. Ivers

Dorothy L. Mountain

Catherine Longhman

Ordered, that the following persons be employed in the regular service at the rates named: May 21, Mary V. Wall, South Boston Branch, Twelve dollars (\$12) per week; Annie Reis, Codman Square Branch, Twelve dollars (\$12) per week; Marjorie MacIntyre, West Roxbury Branch, Fourteen dollars (\$14) per week; June 25, Rachel Naiman, Charlestown Branch, Twelve dollars (\$12) per week; Helen E. Ivers, East Boston Branch, Twelve dollars (\$12) per week; Dorothy L. Mountain, East Boston Branch, Twelve dollars (\$12) per week; Catherine P. Longhman, Roxbury Branch, Twelve dollars (\$12) per week.

week.

The Librarian reported further on the matter of transportation service: that in the opinion of the Law Department a contract for one year cannot be made for this service; and that the present form of agreement is entirely satisfactory; and on recommendation of the Librarian, it was

Voted, that the proposal of Thomas Lee Company, the lowest bidders, for Two Hundred and sixteen dollars (\$216) per week, be accepted; and that an agreement be made with them for doing this work under a bond in the sum of One thousand dollars (\$1000).

On recommendation of the Librarian, Edith Guerrier and Marian W. Brackett were granted leave of absence of two weeks each, without loss of pay, to attend the forthcoming Conference of the American Library Association at Colorado Springs.

To provide for a deficiency under item B 21 of the Budget Schedule appropriations, the President was authorized to request the Mayor for a transfer of Two Hundred and seventy-five dollars (\$275) from item B 37.

The Librarian submitted for consideration a letter addressed to him by Mr. Charles K. Bolton in relation to a possible memorial tablet in the Library to Samuel Topliff, and he was requested to furnish further information regarding the same.

The President appointed Father Connolly and Mr. Carr a committee to examine the marble statue offered as a gift to the Library by Miss Dorothy Downer.

The Librarian presented his annual report for the year 1919-20, which was accepted.

Dissolved:

Della Jean Deery
blank.

May 21, 1920

Transportation

Contract cannot
be made; present
arrangement of
agreement satisfactory

Thomas Lee Company
agreement with,
bond.

Edith Guerrier

Marian W. Brackett

leave of absence

Transfer in budget
schedule

Samuel Topliff

proposed memorial
tablet

Committee on matter

of statue offered by
Miss Downer

Librarian's annual
report.

June 4, 1920

Friday, June 4, 1920

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Dr. Mann in the chair.

The record of the meeting of May 21, 1920 was read and approved.

Supplies: purchase authorized

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$2235.19, for Binding \$333.32, and for Printing Department \$16.48.

Mayor's circular

Circular No. 52 from the Mayor's office was read and ordered placed on file.

Repairs to main

roof: Cost too

great to be met

from present

appropriation: special

appropriation to

cover same to be

allowed by Mayor

The President reported in reference to repairs on the main roof of the Central Library building, and presented an estimate from John Sarguhar's Sons dated May 25, of Ninety-five hundred and sixty-two dollars (\$9562) for doing the work. After discussion, the President having stated that he had this day in company with the Librarian conferred with the Mayor and informed him that the probable cost for doing the work would be at least ten thousand dollars (\$10,000); that it would be impossible to meet this expense out of the present appropriation available for such work and that a special appropriation would be required to carry out the same; and having received his approval and recommendation that the Trustees proceed on this basis, and his assurance that he would recommend in the fall a special appropriation to cover this unusual expense, it was

Work to be done

under supervision

of Fox & Gale

Voted, that the estimate of John Sarguhar's Sons of May 25, of Ninety-five hundred and sixty-two dollars (\$9562) for repairs on the main roof, be accepted; and that the work be done under the supervision and subject to the approval of Fox & Gale, Architects.

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Grade increases in

pay:
Stella M. Pistorio
Leo J. Kilroy
Angus Walker
Harvey P. Duncan
Joseph H. Higgins.

Ordered, that the following grade increases in pay take effect June 4: Stella M. Pistorio, Special Libraries, Twelve dollars (\$12) to Thirteen dollars (\$13) per week; Leo J. Kilroy and Angus J. Walker, Issue Department, Harvey P. Duncan, Special Libraries, and Joseph H. Higgins.

June 4, 1920

Patent Room, Ten dollars (\$10) to Twelve dollars (\$12) per week, each; Mary R. Dutkins, Issue Department, Eleven dollars (\$11) to Twelve dollars (\$12) per week; and Pearl Yprecovitz, Issue Department, Ten dollars (\$10) to Eleven dollars (\$11) per week; Mary M. Sullivan, Newport Reading Room, Edith R. Nickerson, Rutland Square Reading Room, Edith F. Pendleton, Orient Heights Reading Room, and Gertrude Cornell, Fenwick Reading Room, Twenty-three dollars (\$23) to Twenty-five dollars (\$25) per week, each; Mary A. Hill, Lower Mills Reading Room, and Emma G. Capewell, Mattapan Reading Room, Twenty-three dollars (\$23) to Twenty-four dollars (\$24) per week, each; and Mary C. Torj, Children's Department, Twenty-five dollars (\$25) to Twenty-eight dollars (\$28) per week.

Ordered, that Paul B. Reardon be employed in the regular service, Newspaper Room, at Sixteen dollars (\$16) per week, beginning June 4.

Ordered, that the pay of John A. Lawrence, carpenter, and Alexander D. McGee, painter, be increased to Forty dollars (\$40) per week, each, for five and a half days service per week, beginning June 4.

Requests for leave of absence without pay were granted as follows: Alice M. Robinson, Librarian, West End Branch, July 1, 1920 to September 1, 1921; and Heloise G. Kenney, Binding, June 15 to October 1, 1920.

On recommendation of the Librarian it was

Voted, that the following persons be granted additional vacation allowance, 1920, without loss of pay, in part compensation for long and faithful service: William G. J. Roffe, Shelf Department and Pierce E. Buckley, Bates Hall, two weeks each, and Clara L. Maxwell, South End Branch, seven days.

Voted, that the Librarian be directed to grant an additional vacation allowance with pay, not to exceed in any case one half of the regular vacation, where the employee otherwise would not receive any vacation or less than one half of the regular allowance for vacation. Such additional vacation only to be granted because of illness on the part of the employee, in proof of which a doctor's certificate must be filed with the Librarian.

A communication dated May 19 was received from Morris J. Rosenberg of the Statistical Department, asking the Trustees to reconsider their action of May 7 regarding his request for extension of

Grade increases.

Mary R. Dutkins

Pearl Yprecovitz

Mary M. Sullivan

Edith R. Nickerson

Edith F. Pendleton

Gertrude Cornell

Mary A. Hill

Emma G. Capewell

Mary C. Torj

Employed:

Paul B. Reardon

Pay increased:

John A. Lawrence

Alexander D. McGee

Leave of absence

Alice M. Robinson

Heloise G. Kenney

Additional vacation

allowances:

William G. J. Roffe

Pierce E. Buckley

Clara L. Maxwell

Additional vacation

allowances to offset

time taken on

account of illness.

Morris Rosenberg: for

re-consideration of his

request.

June 4, 1920

his leave of absence; and the Librarian was directed to inform Mr. Rosenberg that the Trustees see no reason for changing their previous action.

On recommendation of the Librarian it was

Florence M. Bethune

transferred to West
End Branch; Alice L.

Murphy to Warren
Street Branch

Ordered, that on July 2, 1920, Florence M. Bethune, Librarian of the Warren Street Branch be transferred to the position of Librarian of the West End Branch, without change in pay; and that Alice L. Murphy, Librarian of the City Point Reading Room be transferred to the position of Librarian of the Warren Street Branch, with increase in pay from Twenty-seven dollars (\$27) to Thirty-one dollars (\$31) per week.

To fill a vacancy in the position of Librarian of the Parker Hill Reading Room, it was

Mary M. Sullivan

transferred to
Parker Hill Reading
Room; Beatrice M.
Flanagan to Kiponset
Reading Room

Ordered, that on June 25, Mary M. Sullivan, Librarian of the Kiponset Reading Room be transferred to the position of Librarian of the Parker Hill Reading Room, with increase in pay from Twenty-five dollars (\$25) to Twenty-seven dollars (\$27) per week; and Beatrice M. Flanagan, assistant at the Codman Square Branch, transferred to the position of Librarian of the Kiponset Reading Room, with increase in pay from Twenty-three dollars (\$23) to Twenty-five dollars (\$25) per week.

New lighting equipment at
South End Branch

The Librarian was authorized to accept the offer of the Boston Consolidated Gas Company for lighting equipment and service at the South End Branch, at a cost of Two hundred and ten and $\frac{60}{100}$ dollars (\$210.60) per year.

Boundary fence at
Brighton Branch

He was authorized to expend a sum not exceeding Two hundred and sixty dollars (\$260) for a boundary fence at the Brighton Branch.

Claims of employees

for pay during
military service
referred to Cor-
poration Counsel

Claims of certain employees for allowance of pay during absence on military service, under Chapter 235 of the Acts of 1920, were referred to the Librarian with request that he obtain from the Corporation Counsel an opinion as to whether the law applies to sums that might have been received by such employees for extra Sunday and evening service paid for by the hour.

The following bills payable by draft on funds on deposit in London, having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to draw upon Messrs. Morgan, Grenfell & Co.

The necessary drafts therefor:

Bernard Quaritch	\$	241. 12. 2
J. Berghem	Francs	21, 575. 60
Martius Nijhoff	Gld.	1, 184. 39
Edward F. Allen Don	\$	103. 0. 5
Museum Book Store	\$	10. 9. 0
Vassar Society	\$	1. 1. 0
Karl W. Thierseman	Mks	5, 885. 65
Henry Lotheran & Co.	\$	3. 14. 0
Harold Rexes	\$	1. 16. 0
Polymath Society	\$	1. 0. 0
New Paleontological Society	\$	1. 1. 0
M. Legault	Francs	20. 35
Calloway Books	\$	0. 14. 9
Dorbon-Gine	\$	72. 80
Catholic Record Society	\$	1. 1. 0

Special privilege cards were granted to Bonis Bros. Book Company, Henry S. Green, and Mary P. Stoddard.

The Librarian submitted a schedule of Summer hours for the branches and reading rooms, which was approved.

Voted, that the next meeting of the Corporation be on Friday, June 11, 1920 at 3.30 o'clock p.m.

Disolved.

Wells June Deery
Clerk

June 4, 1920

Bills, foreign
draft

Special privilege
cards

Summer hours at
branches.

June 11, 1920

Friday, June 11, 1920

A regular meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly and Mann.

The President Dr. Mann in the chair.

The record of the meeting of June 4, 1920 was read and approved.

Supplies: purchase authorized

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, Miscellaneous supplies for the Central Library and branches to the amount of \$11,892.02 and for Printing Department \$765.97.

Printing and Bindery

departments: report and recommendations of Finance Commission referred to committee

The matter of the report and recommendation of the Finance Commission with reference to consolidation of the Printing and Bindery departments of the Library with the Municipal Printing Plant, was taken up; and the President appointed Mr. Kirstein and Father Connolly a committee to have charge of the same during the summer.

Librarian's report

The Librarian's report was read by him.

Miss L. Murphy

asks permission to decline appointment to Warren Street Branch

The Librarian presented a letter from Miss L. Murphy, Librarian of the City Point Reading Room, thanking the Trustees for the appointment to the position of Librarian of the Warren Street Branch, and asking to be allowed to decline the same, the particular reasons being of a personal and domestic nature. The Librarian was requested to inform Miss Murphy that the Trustees regret that she feels herself unable to accept this appointment, but recognizing the force of the conclusive reasons she so well states in her letter.

Beatrice C. Maguire

appointed Librarian of Warren Street Branch

On recommendation of the Librarian, it was Ordered, that on July 2, Beatrice C. Maguire, Librarian of the Brighton Station Reading Room, be appointed Librarian of the Warren Street Branch, with increase in pay from Twenty-seven dollars (\$27) to Twenty-nine dollars (\$29) per week.

Henry Niederauer

pay increased

Ordered, that Henry Niederauer, Chief of the Engineer and Janitor Department, be granted increase in pay from Forty-five dollars (\$45) to Forty-seven dollars (\$47) per week, beginning June 11, 1920.

Ordered, that the following increases in pay to conform to trade union scale, take effect July 5:

June 11, 1920

Printing Department:

Emil J. Hoffman, Thirty-seven and $\frac{50}{100}$ dollars (\$37.50) to Thirty-nine and $\frac{50}{100}$ (\$39.50) per week; George U. Aker and James Reay, Thirty-seven dollars (\$37) to Thirty-nine dollars (\$39) per week, each; Mary S. M. Boyle, Thirty-three and $\frac{21}{100}$ dollars (\$33.21) to Thirty-five dollars (\$35) per week; George H. Tearley, Thirty-four dollars (\$34) to Thirty-six dollars (\$36) per week.

Bindery:

William P. Hemstedt, William A. Swan, William Cornell, Maximilian L. Eichhorn, George W. Gallagher, John J. Griffin, jr., George Hoefner, John D. Murphy, William A. Wendell, John J. O'Brien, Frank H. Callahan, Fred J. Drew, Ralph E. Ford, James P. Gamon, John J. Hunsworth, James P. Mosers, John H. Watson, John C. Daley, substitute, Thirty-five and $\frac{50}{100}$ dollars (\$35.50) to Thirty-seven and $\frac{50}{100}$ dollars (\$37.50) per week, each; Ellen A. Potts, Twenty-one and $\frac{28}{100}$ dollars to Twenty-two and $\frac{24}{100}$ dollars, per week; Alice M. Abeley, Augusta Aronson, Mary L. Coffey, Joanna Doiron, Catherine S. Donohue, Justina Eilton, Annie S. Lyne, Margaret J. Niley, Anna L. McDermott, Mary J. McBlaney, Alice M. Morris, Mary G. Murphy, Josephine C. O'Sullivan, and Lucy E. Soule, Nineteen and $\frac{28}{100}$ dollars (\$19.28) to Twenty and $\frac{24}{100}$ dollars per week, each, and Heloise G. Kenney, Seventeen and $\frac{28}{100}$ (\$17.28) to Eighteen and $\frac{24}{100}$ dollars (\$18.24) per week.

The Librarian was authorized to increase the allowance for extra service at the branches and reading rooms to an amount of Eighty dollars (\$80) per week, in accordance with a schedule submitted by him.

The Librarian reported a conference with Mr. Thomas A. Fox of Fox & Gale, Architects, regarding the amount of commission for supervising the repair work on the roof of the Central Library building, stating that such charge would be Five hundred dollars (\$500), and he presented a letter from Mr. Arthur C. Whitney, Builder, addressed to Fox & Gale, in commendation of the firm of John Farquhar's Sons, and their ability to satisfactorily perform the work on the roof as proposed by them.

In accordance with the vote of April 23, the Librarian presented an opinion from Stone & Webster, engineers, and from Professor Edward S. Miller of the Engineering Department of the Massachusetts Institute of Technology, on the question of installing in the Central Library a fuel oil burning plant; and after considerations, the President appointed Father Connolly to serve with Mr. Kirstein in further investigation of the matter.

pay increased

Emil J. Hoffman
George V. Aker
James Reay
Mary T. M. Boyle
George H. Tearley

William P. Hemstedt

and other Bindery employees: pay increased to union scale

Extra service at branches and reading rooms increased

Fox & Gale: charges for supervision of repairs on roof
Letter of commendation of John Farquhar's Sons

Fuel oil burning plant
expert opinion on: referred to committee

June 11, 1920

Employees claim
for pay for period
of military service

In accordance with the request of June 4, the Librarian presented an opinion of the Corporation Counsel that the law relating to salary and wages of municipal employees absent on military service, relates solely to regular salary or wages established for permanent employment. [Decision revised later]

Rules and Regulations
Special privilege cards

The Librarian presented for the consideration of the Trustees a revision of the Rules and Regulations of the Library, which was approved and adopted.

Special privilege cards were granted to the Alpine Press, and Rogers & Mordellman.

Bills approved and
ordered paid

The following bills, having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to Seventeen thousand seven hundred and sixty-nine and $\frac{50}{100}$ dollars (\$17,769.50), and to trust funds income Eight hundred and twenty-one and $\frac{52}{100}$ dollars (\$821.52).

On recommendation of the Librarian, it was

Sunday hours

Central Library

Ordered, that from June 15 to September 15, the Central Library be open on Sundays from 2 to 9 p.m. instead of from 12 to 9 p.m., provided however, that if in the judgment of the Librarian it shall at any time seem better to return to the former hours, he may do so.

Annual Report
adopted

The draft of the annual report for 1919-20 was taken up, considered, and adopted subject to such final revision as may be necessary.

Labor and repairs
and extra service
authorized

Voted, that the Librarian be authorized to contract for such labor and repairs as may be necessary during the summer months; and if necessary, to employ substitute and extra service in the case of employees absent without pay and vacancies in the service, within the limit fixed by the salary schedule.

Committee of Trustees
for summer months

Voted, that until further action to the contrary, any two members of the Board be a committee to approve the lists of books and miscellaneous supplies submitted for purchase; and that the President, Vice President, or any member of the Board be authorized to sign payrolls, and bills entering into the August 1st, September 1st, and October 1st requisitions, and special drafts included therein.

Next meeting

October 8, 1920

Voted, that the next regular meeting of the Corporation be on Friday, October 8, 1920, at 3.30 o'clock p.m.

Dissolved:

Wella Jean Deery. Clerk.

Friday, October 8, 1920

October 8, 1920

A regular meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Kenney and Mann.

The President Dr. Mann in the chair.

The record of the meeting of June 11, 1920 was read and approved.

The report of the committee of the Trustees authorized to act in behalf of the Board during the summer, was received and read, as follows:

Report of Committee
of Trustees

"The committee authorized on June 11, 1920 to act in behalf of the Board during the summer months, has consisted of Messrs. Carr, Kenney, Kristein and Mann; and reports that the following purchases were authorized:

"Books, List No. 939, chargeable to trust funds income to the amount of \$725.03; and miscellaneous supplies for the Central Library and branches, \$11,843.35, for Binding \$1,331.33 and for Printing Department \$445.72.

"That bills were allowed and paid as follows: August 1st requisition, chargeable to the general appropriation amounting to \$14,801.54, and to trust funds income \$588.79; September 1st requisition, chargeable to the general appropriation amounting to \$16,747.39, and to trust funds income \$430.92; October 1st requisition, chargeable to the general appropriation amounting to \$14,656.13, and to trust funds income \$894.54.

"That the following special drafts were authorized: in favor of Charles W. Furlong for \$100 for 352 lantern slides, chargeable to trust funds income; and in favor of John Farguhar's Sons, for \$1750.15 and \$2661.35 being first and second payments on contract dated June 26, 1920 for repairs on main roof of Central Library building.

(signed) Alexander Mann, for the Committee.

Voted, that the report of the Committee be accepted, and the action approved and confirmed.

Report approved and
confirmed

The President reported that two informal special meetings were called by him on September 20th and October 4th, to consider what action if any should be taken by the Board in reference to the Enlarged Program of the American Library Association. At the second meeting Mr. J. Randolph Laidge, Jr. was present.

Enlarged Program
of A. L. A.
Report of two informal
meetings

October 8, 1920

American Library

Association Enlarged

Program: "Books for

Everybody" campaign.

Endorsement of

General Committee on

Approved and

adopted.

Supplies: purchase

approved

Mayor's circulars

by invitation. At this meeting, at which the President, Mr. Carr, and Mr. Kirstein were present, the Librarian was requested to prepare and present for consideration at the regular meeting to be held on October 8th a draft of a form of endorsement by the Trustees of the "Books for Everybody" program; a draft of a letter inviting citizens of greater Boston to serve as a general committee, names of which were presented at the second meeting; and a list of the same for further consideration. The Librarian was also requested to submit a statement setting forth the aims of the American Library Association "Books for Everybody" campaign, to be included with the letter inviting citizens to serve on the general committee.

In accordance with the request the Librarian presented the following form of endorsement of the Enlarged Program of the American Library Association by the Trustees:

"The Trustees of the Public Library of the City of Boston heartily endorse the Books for Everybody Program of the American Library Association.

"As administrators of a public service, that is free to all, of books for education or recreation, we earnestly desire to see such service extended throughout our country wherever it is lacking; and we commend this purpose in the Association's program.

"As citizens of a municipality that has long provided good reading as an aid to the advancement of learning, and of good citizenship, we pledge our individual contributions to this nation-wide undertaking, and we appeal to our fellow-citizens to do likewise."

He also presented a partial list of names of citizens to be asked to serve as a general committee to aid in forwarding the program; and draft of a letter of invitation to such citizens. It was

Voted, that the same be approved and adopted.

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$2450.13, for Binding \$73.63, and for Printing Department \$626.70.

Circulars No. 54, 56 and 57 from the Mayor's office were read and orders placed on file.

The following order was received from the City Council:

"City of Boston, In City Council

October 8, 1920

"Ordered, that the sum of Seven thousand dollars (\$7,000) be appropriated, to be expended for the purchase of a site for a branch public library, West Roxbury; the appropriation to be met from the unappropriated cash remaining in the treasury January 31, 1921."

In City Council June 7 and 28. Passed.

Approved by the Mayor July 6.

The President reported that on July 22, at the suggestion of His Honor the Mayor, he requested the Street Commissioners to take the land covered by this order, for the occupancy and use of the Public Library.

A communication dated October 5 was received from His Honor the Mayor in relation to an order of the City Council of October 4 appropriating a sum of twenty-five thousand dollars (\$25,000) for the purchase and equipment of the property now occupied by the Orient Heights Reading Room; and asking for an expression of opinion from the Trustees on the same. The President was requested to reply that this communication is the first intimation the Trustees have received that any such project was contemplated, and they are therefore unable at the present moment to state whether the location proposed is the best for a branch in Ward 1, or whether the amount of twenty-five thousand dollars (\$25,000) is a proper sum to be expended for the purchase and equipment of the same.

On motion of Mr. Conway, the Librarian was requested to examine and report to the Board at the next meeting so far as he is able, what the local sentiment is regarding this location as a permanent location for the Orient Heights Reading Room.

The President reported that on June 25 he executed a contract with John Sarguhar's Sons in the sum of Ninety-five hundred and sixty-two dollars (\$9,562) for repairs to the main roof of the Central Library building, under the proposal accepted by the Board on June 4, 1920; and his action was approved and confirmed.

The President presented a communication dated September 28 from Mr. Augustus P. Loring, trustee under the will

West Roxbury Branch appropriation for purchase of site for new building

Street Commissioners requested to take land covered by order

Orient Heights Reading Room: Mayor asks for opinion on appropriation to purchase property now occupied by

Trustees at present unable to give such opinion.

Librarian to report regarding present location as a permanent location.

John Sarguhar's Sons contract for repairs to roof

Skinner Fund

October 8, 1920
Francis Skinner
estate: check in
settlement of account
added to Skinner
Fund.

of Francis Skinner, Sr., enclosing a check for One hundred and ten and ⁶³/₁₀₀ dollars (\$110.63), final balance in settlement of the estate under the 16th clause of the will; and requesting approval of his final account as trustee; and it was

Voted, that the President be authorized on behalf of the Board to receipt for the amount, and to approve the account of the trustee, and that the check be transmitted to the City Treasurer to be added to the "Francis Skinner Fund."

Art Commission with
reference to portrait
of J. H. Denton;

The President presented a letter from the Art Commission under date of July 30, in reference to a portrait of the late Josiah H. Denton then hanging in the Trustees' room; and on motion of Mr. Conney it was

Voted, that the communication be laid upon the table, and that the President so inform the Art Commission.

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that the following service changes take effect at the dates named: Transfers and promotions: Elizabeth H. McShane, from the Children's Department to the Bookman Square Branch, without change in pay, to date from September 30; Mary V. Doyle, Children's Department, to the position made vacant by the transfer of Miss McShane, with increase in pay from fifteen dollars (\$15) to nineteen dollars (\$19) per week, October 8; and Veronica S. Hession, from the same to the Children's Department, with increase in pay from fourteen dollars (\$14) to fifteen dollars (\$15) per week, October 8; Edith R. Nickerson, librarian, from the Andrew Square to the Boylston Station Reading Room, with increase in pay from twenty-five dollars (\$25) to twenty-seven dollars (\$27) per week, to date from July 30; Edith J. Pendleton, librarian, from the Orient Heights to the Andrew Square Reading Room, without change in pay, October 15; and the employment of Catherine E. Flannery, temporarily, as librarian of the Orient Heights Reading Room, at twenty dollars (\$20) per week, October 15; Helen R. Needham, from the Boylston Station Reading Room to the West End Branch, without change in pay; and the employment of Virginia M. Dint as regular assistant at the Boylston Station Reading Room at thirteen dollars (\$13) per week, October 8; Kathleen E. Barker, from the Charlestown Branch to the West End Branch as an additional regular assistant there, at twenty

dollars per week, to date from July 19; Catherine P. Longman from the Roxbury Branch to the Boston Reading Room, with increase in pay from thirteen dollars (\$13) to fifteen dollars (\$15) per week, to date from September 21; and

Ordered, that the following persons be employed in the regular service, at the dates named: Joseph Murphy, janitor, Charlestown Branch, twenty-nine dollars per week to date from September 3; Theodore B. Scoff, general assistant, Tyler Street Reading Room, fifteen dollars (\$15) per week, October 8; Ruth M. Hayes, additional general assistant, Tyler Street Reading Room, at fifteen dollars (\$15) per week, October 8; Clara Brown, general assistant, East Boston Branch, thirteen dollars (\$13) per week, October 8; Edith Charkoff, additional general assistant, Branch Department, thirteen dollars (\$13) per week, October 8; Edith J. Daly, Alice J. Smithers, and Edward J. Morris, runners, Issue Department, ten dollars (\$10) per week, each, October 8.

Ordered, that Lillian M. Needham, acting second assistant at the West Roxbury Branch, be granted increase in pay from eighteen dollars (\$18) to twenty-one dollars (\$21) per week, October 8.

Ordered, that A. Frances Rogers be appointed Chief of the Registration Department; and Fanny Goldstein, Librarian of the Tyler Street Reading Room, October 8.

The Librarian presented communications addressed to him by the Printing and Binding Trades Unions announcing the adoption of a ^{new} scale of wages for men and women, in effect September 10, and on motion of Mr. Conney, it was

Voted, that consideration of this matter be laid over until the next meeting of the full Board.

The Librarian presented a request from Mr. Frank H. Callahan of the Bindery, for an extension of his leave of absence for an indefinite period; and he was requested to inform Mr. Callahan that the Trustees cannot grant any indefinite leave of absence but are willing to extend his leave until January 1, 1921.

A communication was received from the International Brotherhood of Stationary Firemen requesting increase in the wage of firemen employed by the Library, from thirty-three dollars (\$33)

October 8, 1920
Catherine P. Longman
transfer

Employed:
Joseph Murphy
Theodore B. Scoff
Ruth M. Hayes
Clara Brown
Edith Charkoff
Edith J. Daly
Alice J. Smithers
Edward J. Morris.

Lillian M. Needham
pay increased

A. Frances Rogers
Fanny Goldstein
permanent promotion

Bindery and Printing
Trades: new scale
of wages;
laid on table.

Frank H. Callahan
asks for extension of
leave of absence

Firemen request
increase in pay

October 8, 1920
Firemen ask for
increase in pay;
not granted

Parker Hill Reading
Room: increase
in rent of
premises allowed

South Boston Branch
additional room
for story hour

Purchases at
auction sales
allowed
"Mercure Francais"
"King James Bible"
first edition

Bills allowed and
ordered paid

Special privilege cards

To thirty-six dollars (\$36) per week as the scale fixed by the Union; and the Librarian was requested to reply that on investigation it has been found that the Library is paying the same rate of wages to firemen as is paid in other city departments, namely thirty-three dollars (\$33) per week.

The Librarian presented a request from the landlord of the premises occupied by the Parker Hill Reading Room, for an increase in rent from fifty dollars (\$50) to sixty dollars (\$60) per month, which he recommended be allowed, and stated that on July 20 the President approved this increase to date from August 1, and it was

Voted, that the action of the President in authorizing increase in the rent of the premises occupied by the Parker Hill Reading Room, from fifty dollars (\$50) to sixty dollars (\$60) per month, to date from August 1, 1920, be approved and confirmed.

The Librarian was authorized to engage for one afternoon each week for the story hour at the South Boston Branch, a hall adjacent to the Branch known as St. Omar Hall, at a rental not to exceed ninety dollars (\$90) a year.

The Librarian was authorized to purchase at the Anderson Auction Sale in New York on October 11, a set of 170 volumes of "Mercure Francais" at an expenditure not exceeding three hundred and fifty dollars (\$350), chargeable to trust funds income.

He was also authorized to purchase at the Sotheby sale in London on November 9, a copy of the first issue of the first edition of the authorized King James Bible, and to expend therefor a sum not exceeding One thousand dollars (\$1000), chargeable to trust funds income, provided the copy listed in the sale is guaranteed as absolutely the first issue.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisition therefor: chargeable to the general appropriation amounting to fourteen thousand and seventy-five and $\frac{12}{100}$ dollars (\$14,075.12), and to trust funds income Three hundred and seventy-ninety and $\frac{31}{100}$ dollars (\$376.31).

Special privilege cards were granted to Wilbur C.

October 8, 1920
Special privilege
cards
Abbott, Aldine Construction Company, American Red Cross, New England Division, Boston Post, Bureau of Chemistry, Boston Station U. S. Department of Agriculture, Community Service, Dr. Harvey Cushing, Hill-Smith Metal ^{works} Company, House Beautiful Publishing Company, Rev. C. Leab-Justice, Lincoln Engraving Company, Leslie Little, The Medici Society, Marion H. Niles, Alice P. Norton, Alice G. O'Grady, Proctor Manufacturing Company, Social Service Library, Twin Mutuals, The Sagamore Corporation, Charles S. Thomas, Island C. Wyman, and the Blue Triangle.

Dissolved;

Vella Jan O'Keary,
Clerk.

Saturday, October 16, 1920

A special meeting of the Corporation called by the President to take action on the Mayor's request of October 9 for an expression of opinion regarding the purchase of the property now occupied by the Orient Heights Reading Room, was held in the Trustees' room at 12.30 o'clock p.m.

Present: Messrs. Connolly, Kenney, Kirstein and Mann.

The President Dr. Mann in the chair.

After discussion of the matter, the Board having visited the premises, it was

Voted, that the following letter be sent to His Honor the Mayor as the reply of the Board to his request:

October 16, 1920

Honorable Andrew J. Peters,
Mayor of the
City of Boston.

Dear Mr. Mayor:

Replying to your letter of October 9th relative to the Order of the City Council "That the sum of twenty-five thousand dollars (\$25,000) be hereby appropriated for the purchase and equipment of the property now leased for a branch library at 1032-1034 Bennington Street, Ward 1, and that to meet said appropriation the City Treasurer be hereby authorized

October 16, 1920
Special meeting on
purchase of
Orient Heights
property

Trustees not
prepared to
recommend
purchase of
property

October 8, 1920

Trustees not prepared
to recommend purchase
of property, Orient
Heights Reading Room

to issue, from time to time, on request of the Mayor, bonds or certificates of indebtedness of the City of Boston to said amount, and asking that the Trustees of the Library advise you prior to October 14th what is their wish in the matter. I am instructed by the Trustees to state that after having visited the premises and in the light of such information as we have, we are not prepared to recommend the purchase of this property for permanent library use.

Very truly yours
(signed) Alexander Mann
President.

Disseminated:

Lilla Jean Seery
Clerk.

October 22, 1920

Friday, October 22, 1920

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney, Kirdein and Mann.
The President Dr. Mann in the chair.

The records of the regular meeting of October 8 and of the special meeting of October 16, 1920, were read and approved.

Books and supplies

purchase authorized.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, books, to the amount of \$673.75, chargeable to trust funds income; and miscellaneous supplies for the Central Library and branches, \$1329.67, for Bindery \$148.54, and for Printing Department \$263.10.

Mayor's Circular

Circular No. 58 from the Mayor's Office was read and referred to the Librarian to furnish the information requested.

Street Commissioners

in reference to taking

of land in West

Roxbury

A communication dated October 18 was received from the Board of Street Commissioners asking for an opinion from the Trustees as to the necessity of taking a certain parcel of land as part of the site for a library building in West Roxbury which it is understood is to be used as a right of way to the estate in the rear; and after consideration, on motion of Mr. Kirdein, it was

Voted, that the Street Commissioners be informed that it is the sense of the Board that the Library should have the entire amount of property provided for in the order of the City Council of June 7, 1920.

October 22, 1920

John L. Williams
death,

The Librarian's report was read by him.
The Librarian reported the death of John L. Williams of the Janitor Department, and stated that a balance of his salary is still unpaid; and it was

Ordered, that the City Treasurer be authorized to pay to Mrs. Marietta J. Williams, widow of John L. Williams, late employee at the Central Library, the balance of salary standing to his credit on the Library Department payrolls dated September 23, September 30 and October 7, 1920, Eighty-one dollars (\$81); and on the Evening and Sunday payroll dated September 28, 1920, Two and ²⁵/₁₀₀ dollars (\$2.25), total Eighty-three and ²⁵/₁₀₀ dollars (\$83.25).

On his recommendation the Librarian was authorized to expend Two dollars (\$2) for the care of the lecture hall at the Jamaica Plain Branch each time it is used, not to exceed One hundred and four dollars (\$104) a year.

He was authorized to place an order for periodicals for the Central Library and branches with Herman Goldberger, for a period of six months, January to June, 1921, at a cost of Twenty-three hundred and fifty and ⁸⁵/₁₀₀ dollars (\$2350⁸⁵) chargeable to the general appropriation, and One hundred and thirteen and ⁷⁰/₁₀₀ dollars (\$113.70) chargeable to Fellowship Athenaeum.

He was authorized to expend for the mounting and binding of twelve hundred war posters, proclamations and bulletins, the sum of Fifteen hundred dollars (\$1500), chargeable to the Center Fund.

A communication was received from the Boston Central Labor Union regarding a grievance of the women cleaners employed by the Library as to hours and wages; and on motion of Mr. Kenney, it was

Voted, that consideration of this matter be postponed; and that the Librarian investigate and report to the Board regarding the cost of cleaning the Central Library building under contract.

A communication dated October 20 was received from the International Brotherhood of Stationary Firemen, regarding wages of firemen employed by the Library; and the Librarian was directed to acknowledge receipt of the same and state that after

balance of
salary due
paid to
widow

Jamaica Plain
Branch, allowance
for care of lecture
hall.

Periodicals,
order placed with
Herman Goldberger

Posters, etc. mounting
and binding to
be charged to
Center Fund

Library cleaners
Central Labor
Union regarding
hours and wages

Librarian to report
cost of cleaning
under contract

Firemen, wages of

October 22, 1920

giving the matter consideration the Trustees have nothing to add to their former statement in the matter.

Vocational

Guidance: Committee

offer for public use
collection of

material.

Librarian

authorized to receive

it under certain

conditions.

The Librarian presented a petition from a committee on vocational guidance in Boston for permission to place in the Library for public

use a collection of material on vocational opportunities, and it was

Voted, that the Librarian be authorized to receive, care for and

make available such vocational information material as may be

offered by the committee on vocational guidance, under the terms

and conditions set forth in the petition of the committee, such

service to be discontinued by the Library if at any time and after

due notice, the Trustees deem such action advisable.

A request from the Massachusetts Girl Scouts ^{for permission} to present a pageant on the front platform of the Library on November 6, was granted, under such restrictions as the Librarian may deem necessary.

The Librarian presented a schedule of hours for Sunday opening of the branches from November to April inclusive, which was approved.

Employees take courses at

Simmons College

Extension Service

plan for to be

presented to Board

He presented a list of employees who have taken the courses in Library work in connection with Simmons College and have passed the examinations for the same.

A request was received from Mr. George Winthrop Lee to present to the Trustees a plan of library extension service; and it was

Voted, that Mr. Lee and his committee be invited to appear before the Board at the next regular meeting, at 3:30 o'clock p.m.

Communications from Mr. Stewart Sons Company and Messrs. Hamlin Company, quoting prices for a piano for the lecture hall, were referred to Mr. Carr and the Librarian for recommendation.

Piano, prices: referred

to Mr. Carr

Deficiencies in

budget items

To provide against deficiencies under certain items in the budget appropriations, the Librarian recommended transfers from other items under which there is a surplus; and the President was authorized to request the Mayor to make the transfers recommended.

On recommendation of the Librarian, it was

John Farquhar's Son

Special draft

Voted, that there be allowed and paid to John Farquhar's Son, Inc. the sum of twenty-five hundred and ninety-two and $\frac{50}{100}$ dollars (\$2592.50), the same being the Third payment on contract dated June 26, 1920 for repairing main roof, flashings, etc. as per Architect's

October 22, 1920

certificate; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Library Department, 1920-21.

Special privilege cards were granted to Margaret P. Blodgett, Chandler's Corset Store, Thomas C. Ferguson, Eleanor P. Hammond, John Homick, Walter M. Torrey Company, Annie M. Raddin, and Rose E. Trainor.

Special Privilege
cards

The communications from the Bindery and Printing Trades Unions relating to new wage scales, were taken from the table for consideration, after which, on motion of Mr. Kirodin, it was

Bindery & Printing

Communication

regarding wages;

Voted, that the Librarian be directed to communicate with these unions, and inform them that the Trustees have considered their request, but have no money in the Library budget to meet the increases.

Trustees have no

money to make

increases

Dissolved.

Lella Jean Deery

Clerk.

Friday, November 5, 1920

November 5, 1920

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3:30 o'clock p.m.

Present: Messrs Carr, Connolly, Hunney and Mann.

The President Dr. Mann in the chair.

Mr. George Winthrop Lee and committee on a proposed Extension Service in connection with Library work appeared by invitation of the Board and explained briefly the various features of the service, and presented a program for consideration by the Trustees, after which the committee withdrew.

Library Extension Service

committee heard.

The record of the meeting of October 22, 1920 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, Book to the amount of \$1,285 chargeable to trust funds income; also miscellaneous supplies for the Central Library and branches, \$2463.30, for Bindery \$405.86 and for Printing Department \$20.43.

Books and

supplies

purchases

authorized

November 5, 1920

Mayor's Circular

Circular No. 60 from the Mayor's office was read and ordered placed on file.

Budget transfers

approved

An order of the City Council of October 25, 1920 authorizing certain appropriation transfers requested by the Trustees, was read and ordered placed on file.

Librarian to present

statement of
budget condition

On motion of Mr. Tenney, it was Voted, that the Librarian be requested to present to the Board at the next meeting a statement of the present condition of the Library budget under the various items.

Art Commission

Mayor request names
for appointments

A communication dated October 26, was received from the Mayor requesting the Trustees to submit to him a list of three names to be considered for appointment on the Art Commission in place of Alexander Stewart named by the Trustees in 1916 according to law; and it was

Names suggested:

Charles A. Coolidge

George W. Chadwick

James M. Prudergast

Voted, that in response to the request of His Honor the Mayor, he be informed that the Trustees nominate under Chapter 410 of the Acts of 1896, the following persons: Charles A. Coolidge, George W. Chadwick, and James M. Prudergast.

Boston Allied Printing

Trades Council

on new rate of

union wages;

Mayor to be

asked if he will

provide additional

funds to meet

increase demanded.

Communications were received from the Boston Allied Printing Trades Council and the Boston Typographical Union No. 13, asking for a hearing in the matter of the payment of the new rate of union wages; and after consideration, it was

Voted, that a communication be addressed to His Honor the Mayor stating that demand has been made by the Printing and Bookbinding Trades Joint Conference Committee for the payment of wages adopted by the Boston Typographical Union to employees in these departments of the Library, to date from September 10, 1920, that this increase involves for the Library an additional sum of \$2820 not provided for in the budget; and that in order to meet the same, which the Trustees are willing to if approved by His Honor, they ask for an additional appropriation of \$2820 for the current year.

Allied Trades Council

to be informed of

this action.

Voted, that the Allied Printing Trades Council and the Boston Typographical Union, No. 13 be informed that inasmuch as the request for increase in pay involves an additional appropriation the matter has been referred to His Honor the Mayor; and that in the judgment of the Board there is at the present time no necessity for

November 5, 1920

Mr. Carr on purchase
of piano

a hearing on the same.

Mr. Carr for the committee on the purchase of a piano for the Lecture Hall reported progress; and it was

Voted, that the committee be continued, with power.

The Librarian's report was read by him.

Librarian's report

Women's Ward

A communication dated October 30 was received from the Mayor, enclosing a letter from the Women's Ward Improvement Association, in regard to the establishment of a branch of the Library in that section of East Boston; and it was

Improvement Assn
for branch of Library

Voted, that the Mayor be informed that the Trustees will secure further information relative to the merits of the petition for the establishment of a branch of the Library in one of the school buildings of the district; but that in their experience it is unwise to establish branch libraries in school buildings.

Unwise to establish
branches in school
buildings

Special privilege cards were granted to Rosalind A. Hurtubis, Warren L. Smith, Taylor Starok, Massachusetts Division of Fisheries Game, and the Hayes-Brick Company.

Special privilege cards

The program submitted by the committee on Extension Service in connection with library work was taken up and considered, and it was

Library Extension
Service program

Voted, that the committee be informed that all communications to the Extension Service may be addressed in care of the Public Library, in accordance with their request.

Voted, that a special meeting of the Corporation to consider the report submitted by the Finance Commission on the Printing and Binding Departments of the Library, be held on Friday, November 12, 1920 at 4.30 o'clock p.m.

Special meeting on
Binding and Printing
Department report

Dissolved: Della Jean Deery
Clerk.

The Special meeting called for Friday, October 12, 1920, at 4.30 o'clock p.m., was not held, by order of the President.

Special meeting
not held

Della Jean Deery
Clerk.

November 19, 1920

Friday, November 19, 1920

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Barr, Connolly, Kennedy, Kristein and Meun.

The President Dr. Meun in the chair.

Art Commission.

correction of record

The record of the meeting of November 5, 1920 was read, corrected by substituting the name of James M. Prendergast for that of Charles R. Gress in the nomination of a member of the Art Commission, and approved.

Books and Supplies

purchase

authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, Books, to the amount of \$555, chargeable to trust funds income; also miscellaneous supplies for the Central Library and branches \$2982.44, and for Binding \$145.92.

Mayor's Circulars

Circulars No. 61 and 62 from the Mayor's office were read and referred to the Librarian who was directed to prepare and present to the Board at the next meeting the statement requested in Circular No. 61 as to the accomplishments of the Library during the past year.

Budget transfers

authorized

An order of the City Council dated November 8, 1920 authorizing certain appropriation transfers requested by the Trustees, was read and ordered placed on file.

Street Commissioners

have taken land

in W. Roxbury for

library purposes

A communication was received from the Board of Street Commissioners stating that in accordance with the request of the Trustees the Street Commissioners had made a taking of land on Bank Street, West Roxbury, for library purposes, and that said taking had been approved by His Honor the Mayor.

Bills approved and

signing of same

approved

Printing and Binding

Mayor does not

approve increase in

pay.

The President reported that on November 12, 1920 he signed the bills in the December 1st requisition amounting to \$22,006.81 chargeable to the general appropriation, and \$1,668.05 chargeable to trust funds income; and his action was approved and confirmed.

A communication was received from His Honor the Mayor in answer to the communication of the Board of November 8 in reference to increase in pay to employees in the Printing and Binding Departments; stating that he is opposed to such increase

November 19, 1920

Communications from:

International Brotherhood

of Firemen; Library

Employees' Union

Examining Committee

to be appointed

and cannot approve the same. The communication was ordered placed on file.

Communications from the International Brotherhood of Stationary Firemen and from the Library Employees' Union, in reference to increase in pay, were read and ordered placed on file.

The President called to the attention of the Board the necessity of appointing an Examining Committee for 1920, and it was

Voted, that the Trustees present at the next meeting list names from which a Committee may be selected.

The Librarian's report was read by him.

On recommendation of the Librarian it was

Ordered, that the following persons be employed in the regular service November 19, 1920: Philip W. Deady, Shelf Department, \$10 per week; Frank R. Harris, Special Libraries, \$12 per week; Charles J. Wyzanski, Engineer & Janitor Department, \$27 per week; Dorothy A. McLaughlin, Charlestown Branch, \$14 per week; Olympia M. Gella, North End Branch, \$13 per week; Amy M. Eaton, Roxbury Branch, \$13 per week; Helen S. Murphy, City Point Reading Room, \$14 per week.

Ordered, that the following grade increases in pay take effect November 19, 1920: Marie J. Gross, Registration Department, \$16 to \$17 per week; Catherine Gelin, Issue Department, \$10 to \$11 per week; Charles Hardy, Janitor West End Branch, \$27.25 to \$29 per week; Joseph A. Crowley, Patent Room, \$20 to \$23 per week; Rachel Naiman, Charlestown Branch, Annie Reis, Codman Square Branch, Dorothy L. Mountain, East Boston Branch, Mary V. Wall, South Boston Branch, \$12 to \$13 per week, each; Marjorie Medhurst, West Roxbury Branch, \$14 to \$15 per week; Catherine P. Longman, Allston Reading Room, \$15 to \$16 per week.

On his recommendation the Librarian was authorized to employ extra service for the removal of snow and ice at the Brighton Branch, on account of the poor health of the present janitor.

The Librarian submitted a communication from the Committee on Pensions of the Employees Benefit Association, asking for the approval of the Trustees in the matter of securing control

Librarian's report

Employed:

Philip W. Deady

Frank R. Harris

Charles J. Wyzanski

Dorothy A. McLaughlin

Olympia M. Gella

Amy M. Eaton

Helen S. Murphy

Grade increases

Marie J. Gross

Catherine Gelin

Charles Hardy

Joseph A. Crowley

Rachel Naiman

Annie Reis

Dorothy L. Mountain

Mary V. Wall

Marjorie Medhurst

Catherine P. Longman

Brighton Branch: extra service for removal of snow.

Pension Committee

of Employees B. A.

for use of funds

November 19, 1920
 Pension committee on
 use of fine money
 for pension fund

of the receipts from fines to be used for a pension fund; and the Librarian was directed to inform the committee that the Trustees are interested in the plan, and would be glad to have it submitted to them more in detail.

Special privilege
 cards

Special privilege cards were granted to Moses J. Eisenberg, William A. Leahy, Herbert L. McBarth, Emma M. Denkniger, Bonnet Driscoll, Gabriel Gorman, The Berkeley Press, National Fire Protection Association, and The Sherrin-Williams Company.

Budget, present
 condition

The Librarian presented a report on the ^{present} condition of the budget, stating that the appropriation for books is practically exhausted because of transfers made from it for repairs to the roof of the Central Library building; and it was

Trustees must be
 reimbursed for
 expenditures on
 roof in order to
 purchase books

Voted, that the President address a communication to His Honor the Mayor, informing him that unless the Trustees are reimbursed for the expenditures for repairs on the roof of the Central Library building; and it was

Voted, that the President address a communication to His Honor the Mayor informing him that unless the Trustees are reimbursed for the expenditure for repairs on the roof, they cannot purchase any more books for the current year.

For table to report
 on necessary repairs
 and probable cost
 of same

The Librarian was directed to confer with Messrs. Fox & Gale and ascertain what is necessary in the way of repairs at the branches and an estimate of cost of the same, for consideration in the preparation of the budget for the coming year.

Estimates for cleaning
 under contract

The Librarian reported progress in the matter of securing estimates of cost for cleaning the Central Library building under contract.

Purchase of piano
 recommendation of
 Mr. Barr approved.

Mr. Barr for the committee on the purchase of a piano for the Lecture Hall presented a report on the investigation of the committee, and stated that a piano had been purchased for the sum of \$1300, and it was

Voted, that the report be accepted and the action approved and confirmed, and the committee discharged.

Dissolved:

Willa Van Deyck
 clerk.

Friday, December 3, 1920

December 3, 1920

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Barr, Connolly, and Mann.

The President Dr. Mann in the chair.

The record of the meeting of November 19, 1920 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$452.77 and for Binding \$20.47.

Circular No. 64 from the Mayor's office was read and ordered placed on file.

The President appointed Mr. Barr and Mr. Thirstein a committee to advise the Librarian in the preparation of the budget for the coming fiscal year.

A communication from the Mayor dated December 2, approving expenditures in excess of allowance under certain budget items requested by the Trustees, was read and ordered placed on file.

The following persons were appointed on the Examining Committee for the year 1920, and the President joined with the Committee as chairman, as required by the Ordinance: Mrs. Frederick H. Batts, Miss Mary Beard, Miss Jessica Carr, Mrs. Edward F. Carroll, Miss Frances G. Curtis, Mr. John J. Dailey, Mr. William H. Dumes, Mr. James E. Downey, Mr. George W. Earle, Mrs. David A. Ellis, Rev. Harold L. Hanson, Rev. Albion M. Johnson, Mr. William A. Kelly, Mr. Joseph E. Kelly, Mr. William A. Leahy, Hon. William Caleb Loring, Rev. Henry Lyons, Mrs. H. F. Lougee, Rev. Thomas J. MacDonnack, Mrs. Everett Moss, Mr. Francis A. Morse, Rev. Charles E. Park, Mr. J. Nathaniel Perkins, Mr. R. Clipston Sturgis, Mr. E. Solier Welsh, and Mrs. Robert Woods.

In accordance with the vote of November 19, the Librarian presented a statement of the accomplishments of the Library during the past year, as requested in the Mayor's Circular No. 61.

The Librarian's report was read by him.

Supplies: purchase
 authorized

Mayor's Circular

Preparation of
 budget

Budget transfers
 approved

Examining Committee
 1920: appointed

Statement of accomplish-
 ments of Library
 during year

December 3, 1920

Grade increases in
pay:Margaret I. McGovern
Tena Meano
Paul YerevitzFlorence B. Darling
employedJanitor service at
Juvenile Reading Room

Winthrop H. Chenery

Recommendation for
appointment

North End Post American

Region: request to
use basement of N.E.

Branch not quoted

No smoking in
lecture halls

Bills: London account.

On recommendation of the Librarian, it was

Ordered, that the following grade increases in
pay take effect at the dates named: Margaret I. McGovern, Charles
Tom Branch, \$21 to \$23 per week, November 12; Tena Meano, Lone
Department, \$12 to \$14 per week, December 3; Paul Yerevitz, \$11
to \$12 per week, December 3.

Ordered, that Florence B. Darling be employed in the
regular service as assistant at the Juvenile Reading Room, at \$13
per week, December 3.

The Librarian was authorized to increase the allowance
for janitor service at the Juvenile Reading Room from \$7 to \$9 per
week, beginning December 3.

The Librarian recommended the appointment of
Winthrop Helt Chenery as Chief of the Special Libraries Department,
at a salary of \$2500 a year, to date from January 3, 1921,
and his recommendation was laid upon the table until the next
regular meeting.

A request was received from the North End Post,
No. 53, American Legion, for permission to use a part of the basement of
the North End Branch for meetings of the Post, with the privilege of
smoking; and after careful consideration, and in view of the Librarian's
report on the same, it was

Voted, that it is inexpedient to grant the request.

Voted, that it is the sense of the Board that smoking should
not be allowed in the lecture halls of the Central Library and branches.

The following bills payable by draft on funds on deposit
in London, having been approved by the Librarian and certified by the
Auditor to be correct, were allowed and ordered paid, and the President
or Vice President authorized to draw upon Messrs. Morgan, Grenfell & Company
the necessary drafts therefor:

Edward G. Allen & Son, Ltd.	\$ 25. 19. 0
Martins Nishoff	£ 10 37. 40
Mazys Brothers	\$ 16. 4. 3
Bernard Quaritch	£ 58. 5. 5
J. Berghman	£ 13. 368. 95
Harold Rogers	\$ 13. 10. 1
Karl W. Hirschmann	£ 14. 368. 75
E. J. Brill, Ltd.	\$ 20. 40
Joseph Baer & Co.	\$ 3. 60
Gieseler & Kauschling	\$ 5. 49
Ulrich Haepfi	£ 20 76. 85

December 3, 1920

Special privilege
cards

Special privilege cards were granted to Frank A.
Manny, Lucia Ames Mead, and Anna D. Rogers.
Dissolved: Della Van Deery
Clerk.

Friday, December 17, 1920

December 17, 1920

The regular fortnightly meeting of the Corporation was
held in the Trustees' room at 3.30 o'clock pm.

Present: Messrs. Carr, Connolly, Honey, Kirslein and
Mann.

The President Dr. Mann in the chair.

The record of the meeting of December 3, 1920 was read
and approved.

The Librarian was authorized to purchase according
to lists submitted by him and to be placed on file, books, to the
amount of \$147.50 chargeable to trust funds income, and miscellaneous
supplies for the Central Library and branches \$5047.82, for Binding
\$1.50 and for Printing Department \$1.60.

Books and supplies

purchase

authorized

A communication dated December 9 was received
from the Mayor stating that he had been unable to secure acceptance
of any of the gentlemen nominated by the Trustees for appointment
on the Art Commission, and asking for additional names;
and it was

Art Commission

no acceptance

of names submitted.

other names

reported to the

Mayor

Voted, that the Mayor be informed that the Trustees
nominate Mr. J. Harleston Parker, Mr. Augustus Hemanway, and
Mrs. J. Montgomery Sears for such appointment.

Communications from the Mayor under date of
December 9 and December 14, with petitions in reference to the
establishment of a branch of the Library in the so-called Jeffries Point
district of East Boston, and for more children's books at the East
Boston Branch, and under date of December 13 in reference to the
Library's needs in the proposed municipal building to be erected
in Ward 6, were read and laid upon the table for future con-
sideration.

Petitions for establishment

of branch at Jeffries

Point; more children's

books E. B. Branch;

Library's needs in

South End municipal

building

The Librarian's recommendation for the appointment
of Winthrop Helt Chenery as Chief of the Special Libraries De-

W. H. Chenery

appointment

December 17, 1920

W. H. Cheney

appointed

Librarian's report

Edward T. Morris

grade increase

Beatrice T. Loberge

employed

Jared Sparks, bust of

request of Mrs.

F. C. Pickering

Special privilege

cards

Bills approved and

ordered paid

Deficiencies in budget

items

Estimates for

coming year

partment was taken from the table and approved; and it was
Ordered, that Winthrop H. Cheney be appointed Chief of the
Special Librarians Department at a salary at the rate of \$2500 a year,
to take effect January 3, 1921.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that Edward T. Morris, Issue Department, be
allowed grade increase in pay from \$10 to \$12 per week, December
17; and

Ordered, that Beatrice T. Loberge be employed in the
regular service as assistant at the South End Branch, at \$13
per week, December 17.

A communication dated December 13 was received from
Mr. S. D. Bailey, Executor of the Estate of Edward C. Pickering, stating that
the will of Mrs. Pickering gave to the Boston Public Library a marble
bust of her father, Jared Sparks, and asking whether the Trustees would
accept the same; and the matter was referred to the Librarian to ascertain
certain necessary information regarding the bust, and present the same
to the Art Commission for consideration.

Special privilege cards were granted to Macdonald & Sons, Inc.
Wood, Putnam Wood, Joseph H. P. Brown, Edwin C. Kemble, Vera Morris,
Sammy B. Taylor, U. S. Appraiser Customs Laboratory, Elizabeth Wheeler,
Millicent P. Yarnas, the Blue Triangle, and members of the Examining
Committee.

The following bills having been approved by the Librarian
and certified by the Auditor to be correct, were allowed and ordered paid,
and the President or Vice President authorized to sign the necessary re-
quisitions therefor: chargeable to the general appropriation amounting to
\$24,049.16, and to trust funds income, \$3,022.47.

To provide against deficiencies under certain budget items
the Librarian recommended transfers from items where there is a surplus,
and the President was authorized to request the Mayor to make the
transfers recommended.

The Librarian presented his estimates for the maintenance
of the Library for the coming fiscal year. After consideration, on
motion of Mr. Kenney, it was

December 17, 1920

\$100,000 request for

books in budget,

and \$20,000 for

additional assistants

Voted, that a sum of \$100,000 be asked for the purchase
of books; and

Voted, that the estimates as presented be approved,
in general with the amendment of the item for books to \$100,000; that
the item for personal service include \$30,000 for additional assistants
and certain increases in salary, in the case of meritorious service; and
that the preparation of the final statement in budget form be referred to
the budget committee of the Trustees and Librarian, with power.

Dissolved:

Lella Jean Deery
Clerk.

Friday, December 31, 1920

December 31, 1920

The regular fortnightly meeting of the Corporation was
held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Burr, Connolly, Kirstein and Mann.

The President Dr. Mann in the chair.

The record of the meeting of December 17, 1920 was read
and approved.

The Librarian was authorized to purchase according
to lists submitted by him and to be placed on file, books, to the amount
of \$732 chargeable to trust funds income; miscellaneous supplies for
the Central Library and branches \$973.65, for Binding \$270.60 and for
Printing Department \$143.50.

The Librarian reported that the marble bust of Jared Sparks
bequeathed to the Library by the late Sizzie Sparks Pickering, is a
replica of a bust by Hiram Powers made in 1857, and that it is considered
a good likeness of Mr. Sparks and is entirely satisfactory to members of
the family. He further reported that the Art Commission of the city had
examined the same and approved its acceptance by the Trustees
to be placed in Bates Hall; and it was

Voted, that acting on the favorable report of the Art
Commission the Trustees accept the bust of Jared Sparks; and the
Librarian was directed in their name to make suitable acknowledgment
of the same.

Mr. Burr for the committee on the budget reported

Accepted.

Books and supplies
purchase authorized

Jared Sparks, bust
of, approved by
Art Commission.

December 31, 1920

Allied Printing Trades
Council ask for
hearing on matter
of wages of employees
in Printing and Binding
departments

progress.

A communication was received from the Boston Allied Printing Trades Council asking for a hearing by the Trustees on the matter of increase in wages to employees in the Printing and Binding Departments of the Library; and after consideration, on motion of Mr. Kirstein, it was

Voted, that the President be requested to acknowledge receipt of the communication and enclose a copy of the letter of November 8, to which there is nothing to add except that at that time the matter was presented to His Honor the Mayor and he informed the Board that at a conference with representatives of the Allied Printing Trades he stated his attitude in the same.

Librarian's report

The Librarian's report was by him.

On recommendation of the Librarian it was

Mary H. Rollins

Ordered, that Mary H. Rollins be employed in the regular service, Catalogue Department, at \$32.50 per week, beginning January 7, 1921.

re-appointed to regular
service

Frank H. Callahan asks
for extension of leave
of absence

An application from Frank H. Callahan of the Bindery for an extension of his leave of absence until April 30, 1921, was granted subject to the conditions stated therein.

William M. Arnold

The Librarian presented the resignation of William M. Arnold of the Catalogue Department, which was accepted, and he was directed to convey to Dr. Arnold the appreciation of the Trustees for his many years of faithful service.

resignation

Jeffries Point

The Mayor's communications of December 9 and 14 in reference to the establishment of a reading room in the so-called Jeffries Point district of East Boston were taken from the table for consideration in connection with a petition from the Boston Chamber of Commerce on the same subject, dated December 30, and it was

Chamber of Commerce
in connection with
same.

Voted, that receipt of the petition be acknowledged, and the Chamber of Commerce informed that the Trustees are in hearty sympathy with the project, but regarding the location of the reading room they must have more time for investigation.

South End Branch

The Mayor's communication of December 13 in reference to the Library's needs in the proposed municipal building in Ward 6 for the accommodation of the South End Branch, was taken from the table;

accommodation in
new municipal building.

December 31, 1920

South End Branch
Space set aside
in new building
not adequate

and the Librarian presented plans of the space set aside for the Library, together with reports on the subject from the Supervisor of Branches and the Librarian of the South End Branch, which he approves. After careful consideration, it was

Voted, that the Architect of the building be informed that in the judgment of the Trustees the proposed location is utterly inadequate in point of space, unnecessarily expensive of operation, and unfitted for the purposes of the Library, and that the Trustees cannot approve the same; and

Voted, that a copy of this communication be sent to His Honor the Mayor.

A communication from Mr. Oscar A. Thayer, Architect, asking to be considered in the preparation of plans for the proposed new library building in West Roxbury, was read and ordered placed on file.

Oscar A. Thayer
asks to submit
plans for new
building.

Special privilege cards were granted to the Boston Elevated Railway Company and to the Clothing Information Bureau.

Special privilege cards

Voted, that the following change be made in the contract with John Farguehar's Sons, Inc. dated June 26, 1920 for repairing main roof, flashings, etc. of Central Library building; and that the President or Vice President sign the necessary orders for the same;

Roof repairs, change in
contract

Item deducted: Allowance for copper \$360.27

Contract price	\$9,562.00
Amount deducted by this order	360.27
Amount of contract to date	\$9,201.73

A communication dated December 31, 1920 was received from Jay Hale, Architects, stating that the contract with John Farguehar's Sons, Inc. for repairing main roof, flashings, etc. of the Central Library building, has been completed to their satisfaction, and presenting a bond, duly executed of the National Security Company in the sum of \$1000 for maintaining the work under said contract free from all defects due to poor materials or workmanship, for a period of two years from date of completion of contract; and it was

Contract completed
bond for maintenance
of work for two years.
Work and bond
accepted

Voted, that the work and bond be approved and accepted.

Voted, that to provide against a deficiency under B.39 in the budget schedule appropriations, a transfer be requested

Budget deficiency

December 31, 1920

from the Mayor to meet the payments due on the contract with John Farguehar's Sons, Inc. and Architects' commission on the same; and

John Farguehar's Sons
fourth payment on
contract; also
fifth and final
payment.

Voted, that there be allowed and paid to John Farguehar's Sons, Inc. the sum of \$1123.70 being fourth payment on contract dated June 26, 1920, for repairing main roof, flashings, etc. of the Central Library building; and the sum of \$1074.03 being the fifth and final payment on said contract, as per Architects' certificates, and to Fox & Gale, Architects, \$487.66 and \$64.44 for professional services in connection with said contracts, and that the President or Vice President sign requests on the City Auditor for special drafts in favor of said payments, said amounts to be charged to the appropriation for Library Department 1920-21.

Condition of final
payment waived

Although the fifth and final payment on the above contract is not due until sixty days after the completion of the contract, namely, February 15, 1921, this condition is waived, as the interests of the Library are sufficiently protected, in order that the amount may be paid from the appropriation for 1920-21.

Budget deficit

To provide against a deficiency under item B-28 in the budget schedule appropriations, the President was authorized to request the Mayor to make a transfer of \$100 from item E-10 under which there is a surplus; and

Fox & Gale, payment
for professional
services.

Voted, that there be allowed and paid to Fox & Gale, Architects, the sum of \$100 for professional services in connection with the examination of stairway at the Central Library building, and estimates for repairs at branches, as per bill of December 15, 1920; and that the President or Vice President be authorized to sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Library Department 1920-21.

Dissolved.

Wella Van Deery
Clerk.

Friday, January 14, 1921

January 14, 1921

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present, Messrs. Larr, Connolly, Kenney, and Kirslein.

The Vice President Mr. Larr in the chair.

The record of the meeting of December 31, 1920 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, books, to the amount of \$1206, chargeable to trust funds income, and miscellaneous supplies for the Central Library and branches \$2139.84, for Bindery \$68.26 and for Printing Department \$8.25.

Books and
miscellaneous
supplies, purchase
authorized

A communication from the Art Commission formally approving the bust of Jared Sparks, was read and ordered placed on file.

Art Commission approves
bust of Jared Sparks

The Librarian's report was read by him.

Librarian's report

The Librarian reported concerning the quarters set aside for the South End Branch in the proposed new municipal building, that after conference with the Architect the plans had been somewhat modified to meet the wishes of the Library, but that they are still very unsatisfactory; and on motion of Mr. Kirslein, it was

South End Branch
quarters in new
municipal building
still unsatisfactory;

Voted, that the President be requested to address a communication to His Honor the Mayor calling attention to the original plans for the accommodation of the Library in this building, and setting forth the objections to the quarters now assigned as outlined by the Librarian, and requesting more favorable consideration of the Trustees' opinion in the matter.

President to call
attention to same

The Librarian presented a letter addressed to him by Mr. James H. Walsh of the Boston Chamber of Commerce, expressing appreciation of the Trustees' attitude in reference to the establishment of a reading room at Jeffries Point, East Boston, and reported progress in the matter of securing quarters for the same; and it was

Jeffries Point,
matter of securing
quarters for a
reading room

Voted, that it is the sense of the Board that a reading room be established in this district as soon as a

January 14, 1921

Margaret J. Kiley
leave of absence

Suitable location is found.

On recommendation of the Librarian, it was ordered, that Margaret J. Kiley of the Bindery be allowed a leave of absence of three weeks without loss of pay, on account of illness and in part compensation for long and faithful service; and that Josephine C. O'Sullivan be allowed half pay for the period of her absence July 23 to September 23, 1920 inclusive, on account of illness.

Deposit of books
St. E. Hospital

The Librarian was authorized to send a deposit of books to the New England Hospital for Women and Children under the usual conditions.

Mt. Bowdoin Reading
Room to be opened
in mornings as an
experiment

On recommendation of the Librarian, it was voted, that the Mt. Bowdoin Reading Room be opened at 9 a.m. as an experiment for a period of two months beginning January 24; and that an additional sum of \$9 per week be allowed for extra service during the period of this experiment.

Jacob Boehme, col-
lection of books and
manuscripts offered

A communication from Mrs. Catherine H. Thompson in reference to placing in the Library her father's collection of books and manuscripts on the writings of Jacob Boehme, was referred to the Librarian for examination and report.

Special privilege cards

Special privilege cards were granted to the Christian Register, Gertrude B. King, Mary J. Wakefield, and James H. Ritchie & Frank J. Jonsberg.

Budget deficits

To provide against deficiencies under certain budget items, the Librarian recommended transfers from items where there is a surplus; and the President was authorized to request the Mayor to make the transfers recommended.

Payment of bills
monthly requisition

Voted, that there be allowed and paid to Thomas W. Murray, City Treasurer, the sum of \$6619.39, the same being for payment of bills as per schedule dated January 14, 1921; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Library Department, 1920-21.

The following bills having been approved by the Librarian and certified by the Auditor, to be correct, were allowed and ordered paid and the President or Vice President authorized to sign the

Necessary requisitions therefor: chargeable to the general appropriation amounting to \$5414.84, and to trust funds income \$1280.55.

Dissolved.

Della Jean Deery
Clerk.

Friday, January 28, 1921

January 28, 1921

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3-30 o'clock p.m.

Present: Messrs. Carr, Connolly, Kinney, Kirstein and Mann.

The President Mr. Mann in the chair.

The record of the meeting of January 14, 1921 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, books, to the amount of \$621.50; miscellaneous supplies for the Central Library and Branches \$1056.24, for Bindery \$42.80 and for Printing Department \$436.40.

A communication dated January 17 was received from the Mayor, calling attention to the fact that two of the persons named by the Trustees for appointment on the Art Commission: Mr. Parker and Mr. Hemonway, are not registered voters of the city, and that Mrs. Sears is unable to accept appointment; and requesting the Trustees to submit another list; and it was

Voted, that the Mayor be informed that the Trustees nominate for appointment on the Art Commission Mr. Ralph Adams Cram, Mr. C. Howard Walker, and Mr. William H. Downes.

The President reported a conference with the Mayor in relation to quarters for the Library in the proposed new municipal building at the South End; and the Librarian presented for the consideration of the Trustees a revised plan of the same; and it was

Voted, that the plan be approved subject to such further revision as can be made looking to the greatest

Books and supplies,
purchase authorizedArt Commission,
persons named for
are not residents

New nomination

South End Branch
revised plan of
quarters in new
municipal building

January 28, 1921
Librarian's report

John F. O'Neil
employed

Elizabeth B. Boudreau
employed

Jaffrey Point
quarters for a
reading room

Special draft to
Library Auditor

Special privilege
cards

West Roxbury Branch
letters regarding
plans for a new
building

possible space and light.

The Librarian's report was read by him.

On recommendation of the Librarian, it was
Ordered, that John F. O'Neil be employed as janitor
at the Charlestown Branch at \$29 per week beginning January
28; under Civil Service rules.

Ordered, that Elizabeth B. Boudreau be employed
in the regular service as assistant at the Orient Heights Reading
Room at \$13 per week, beginning February 1, 1921.

The Librarian reported progress in the matter of
securing a location for a reading room of the Library at Jaffrey's
Point, and he was directed to continue his investigation of the same.

Voted, that there be allowed and paid to R. A. Nichols,
Auditor, on or after February 1, 1921 the sum of \$1500 the same being
for meeting current expenses; and that the President or Vice President
sign a request on the City Auditor for a special draft in favor of
said payment said amount to be charged to the appropriation
for Library Department 1921-1922.

Special privilege cards were granted to Emma F.
Eaton, Alfred E. La, Elliott Company, Essex Specialty Paper Company,
Edward W. Joyce, Fannie B. Linsley, the Moore Pen Company, and
John F. Vaughan.

Communications ^{from} the Rev. Howard S. Wilkinson, and
the West Roxbury Women's Club, regarding plans for a library building
in West Roxbury were received and read; and the President was
requested to acknowledge receipt of the communications and say that
in view of the fact that no appropriation has been made for the erection
of a library building in West Roxbury, the Trustees are not in a
position to consider plans for such a building.

Disposed:

Lella Jean Deery
Worke.

Friday, February 11, 1921

February 11, 1921

The regular fortnightly meeting of the Corporation was
held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney, Kirstein and
Mann.

The President Dr. Mann in the chair.

The record of the meeting of January 28, 1921 was
read and approved.

The Librarian was authorized to purchase according Books and supplies
to lists submitted by him and to be placed on file. Books, charge- purchase
able to trust funds income to the amount of \$284.47, miscellaneous authorized
supplies for the Central Library and branches \$2807.16, for Bindery
\$330.95 and for Printing Department \$161.13.

The following communications were received, read Communications
and ordered placed on file: from the Association of Collegiate Collegiate Museum
Alumni, expressing thanks for the opportunity of meeting in the Li- Rev. E. H. Byington
brary; and from Rev. E. H. Byington, and Mr. Charles G. Loring in Charles G. Loring
reference to the proposed new library building for West Roxbury.

A communication was received from His Honor the Portrait of J. H. Benton
Mayor dated January 29, asking the Trustees to take formal action by W. G. Page:
as to whether or not a portrait of the late Josiah H. Benton by as to whether it
Walter Gilman Page should be placed in the Library; and the Presi- Should be placed in
dent was requested to call to the Mayor's attention a statement of Library
the Art Commission in a letter to the Board dated July 30, 1920 in
reference to this portrait, and ask for his further instructions.

A communication was received from His Honor the West Roxbury Branch
Mayor dated February 10, informing the Trustees that at the last appropriation of
meeting of the City Council he had introduced an order ap- \$55,000 for new
propriating the sum of \$55,000 for a new library building at West building
Roxbury; and on motion of Mr. Kirstein, it was

Voted, that the President be requested to inform the Trustees will receive
citizens of West Roxbury through their library committee, of this and consider
proposed appropriation, and state that the Trustees will be suggestions.
glad to receive and consider any suggestions they may wish
to make through the Librarian, it being distinctly understood
that the final choice of an architect and plans for a building

February 11, 1921

must rest with the Trustees.

Charles G. Loring

may submit plans
for W. R. Branch
building

On motion of Father Connolly, it was
Voted, that Mr. Charles G. Loring, architect, who has asked
to be considered for the preparation of plans for the West Roxbury Li-
brary building, be informed of the proposed appropriation for the
same; and that the Trustees will be glad to receive and consider any
studies he may care to submit through the Librarian, it being dis-
tinctly understood that in so doing they in no way commit themselves
to the acceptance of the same.

Librarian's report

The Librarian's report was read by him.

Gertrude I. Donney

The Librarian reported the illness of Gertrude I. Donney
and Caroline Curtis of the Upham's Corner Branch; and on his recom-
mendation, it was

Caroline Curtis

allowance from

Whitney Fund

Voted, that Caroline Curtis be paid \$72 and Gertrude
I. Donney, \$63 from the Alice Lincoln Whitney Fund, on account of
illness and in part compensation for long and faithful service.

Edith Guerrier to
carry over unexpended

vacation

On recommendation of the Librarian, Edith Guerrier was
authorized to carry over to 1921 an unexpended balance of vacation
of 1920.

Mrs. James J. Storrows

deposits in Library

"The Dancing Master"

The Librarian presented an offer from Mrs. James J. Storrows
to place on deposit in the Library a copy of "The Dancing Master,"
Printed and sold by J. Playford, London, 1665; and he was authorized
to accept the same.

Special privilege cards

Special privilege cards were granted to George G. Allen,
Mary Antin, R. Cleveland Bent, Roy R. Burnham, Helen S. Hughes,
and Halliwell & Vose Company.

Bills, monthly draft

The following bills having been approved by the Librarian
and certified by the Auditor to be correct, were allowed and ordered
paid, and the President or Vice President authorized to sign
the necessary requisitions therefor: chargeable to the general ap-
propriation amounting to \$15,080.46, and to trust funds income
\$1,208.79.

Massachusetts Library

Aid: appeal to raise

funds for books

The Librarian presented for the consideration of the Trustees
an outline of an appeal of the Massachusetts Library Aid
Association to raise funds to provide books for sick soldiers and books
for Americanization work; and it was

February 11, 1921

Voted, that the Trustees endorse the movement, and
express the interest of the members of the general committee appointed
to serve in connection with work on the Enlarged Program of the
American Library Association.

The report of the Examining Committee for 1920-21
was received.

Dissolved.

Vella Jean Deeny

Clerk.

Friday, February 25, 1921

February 25, 1921

The regular fortnightly meeting of the Corporation was
held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Larr, Connolly, Kirslein, and Mann.

The President Dr. Mann in the chair.

The record of the meeting of February 11, 1921 was read
and approved.

The Librarian was authorized to purchase according
to lists submitted by him and to be placed on file, miscellaneous
supplies for the central Library and branches to the amount of
\$1922.89, for Bindery \$410.99 and for Printing Department \$8.01.

Supplies, purchase
authorized

A communication from the Mayor dated February 21,
forwarding a report made to him by the Building Commissioner
on the public elevator at the Library, was read and laid upon
the table; and the Librarian was requested to engage the
services of a reliable engineer to examine and make a report
on the condition of this elevator, to be presented at the next regular
meeting of the Board.

Building Commissioner
report on public
elevator

Communications were read and ordered placed on
file: from the Mayor enclosing copy of a letter relative to the lack
of books at the Tyler Street Reading Room; from the West Roxbury
Library Committee, and Mr. Charles G. Loring acknowledging receipt
of the announcement of a proposed appropriation for a new li-
brary building in West Roxbury; and from Mr. G. B. Baker,
Rev. E. H. Byington, Rev. Francis E. Clarke, Mr. W. J. Pollins, and
Mr. William Shaw, recommending the services of Mr. Oscar A. Thayer

Tyler Street Reading
Room, lack of books;
West Roxbury Branch
appropriation for new
building; services of
O. A. Thayer, recommend-
ed.

February 25, 1921

Gift from Home Club
of East BostonWest Roxbury, preliminary
plans for new library
building.

Librarian's report

Margaret C. Lappen
temporary transferJohn H. Hession
employed

Grade increases in pay:

Dorothy McLaughlin
Rachel Naiman
Annie Reis
Clara Brown
Dorothy L. Mountain
Amelia R. Brady
Cecilia M. Nazzaro
Olympia M. Bella
Vida E. Brooker
Amy M. Eaton
Lillian M. Garufi
Mary V. Wall
Beatrice T. Laberge
Ada Aserkoff
Marjorie McIntire
Leah Perlis
Ruth M. Hayes
Theodora B. Scoff

as architect for the proposed new library building in West Roxbury.

The President reported that he had received and acknowledged on behalf of the Board a gift of twenty dollars (\$20) from the Home Club of East Boston for the purchase of children's books for the East Boston Branch.

The Librarian presented preliminary plans and estimates for a new library building in West Roxbury, which were carefully considered, and he was directed to embody in the same certain suggested changes in regard to ventilation, etc. for further consideration.

The Librarian's report was read by him.

On recommendation of the Librarian it was

Ordered, that Margaret C. Lappen be temporarily transferred from the West End to the Uphams Corner Branch, with increase in pay from twenty-three dollars (\$23) to twenty-four dollars (\$24) per week, beginning February 21, 1921.

Ordered, that John H. Hession be employed as janitor at the Hyde Park Branch at twenty-nine dollars (\$29) per week, beginning February 21, 1921; under Civil Service rules.

Ordered, that the following grade increase in pay take effect March 4: Dorothy A. McLaughlin, Charlestown Branch, \$14 to \$16 per week; Rachel Naiman, Charlestown Branch, \$13 to \$16 per week; Annie Reis, Codman Square Branch, \$13 to \$16 per week; Clara Brown, East Boston Branch, \$13 to \$15 per week; Dorothy L. Mountain, East Boston Branch, \$13 to \$16 per week; Amelia R. Brady, Hyde Park Branch, \$16 to \$17 per week; Cecilia M. Nazzaro, North End Branch, \$14 to \$18 per week; Olympia M. Bella, North End Branch, \$13 to \$15 per week; Vida E. Brooker, Roslindale Branch, \$16 to \$17 per week; Amy M. Eaton, Roxbury Branch, \$13 to \$15 per week; Lillian M. Garufi, South Boston Branch, \$16 to \$17 per week; Mary V. Wall, South Boston Branch, \$13 to \$15 per week; Beatrice T. Laberge, South End Branch, \$13 to \$14 per week; Ada Aserkoff, Warren Street Branch, \$16 to \$17 per week; Marjorie McIntire, West Roxbury Branch, \$15 to \$16 per week; Leah Perlis, Mt. Bowdoin Reading Room, \$16 to \$17 per week; Ruth M. Hayes, Tyler Street Reading Room, \$15 to \$16 per week; Theodora B. Scoff, Tyler Street Reading Room, \$15 to \$16 per week;

February 25, 1921

Increase in pay:
Virginia M. Tint
Helen S. Murphy
Anna R. Dolan

Special privileges

Virginia M. Tint, Boylston Station Reading Room, \$13 to \$15 per week; Helen S. Murphy, City Point Reading Room, \$14 to \$15 per week; and Anna R. Dolan, Issue Department, \$10 to \$11 per week, February 18.

Special privilege cards were granted to Belle J. Allen, Augusta Katz, Ida D. Loring, Nazara Dradd, and Claude C. Washburn.

On motion of Mr. Kirstein, it was

Voted, that a special meeting of the Corporation to consider the report of the Examining Committee, be held on Friday, March 4, 1921, at 3.30 o'clock p.m.

Special meeting
March 4, 1921.

Dissolved:

Lella Jean Deery
clerk.

Friday, March 4, 1921

A special meeting of the Corporation to consider the report of the Examining Committee of 1920, was held in the Trustees' room at 3.30 o'clock p.m.

March 4, 1921
Special meeting

Present: Messrs. Connolly, Kenney, Kirstein and Mann.

The President Dr. Mann in the chair.

The report of the Examining Committee was at once taken up and considered in detail; and the Librarian was directed to examine and report to the Board concerning certain of the recommendations contained therein.

Examining Committee
report considered

In relation to the recommendation regarding the establishment of a business branch, it was

Voted, that the President be requested to communicate with the Chamber of Commerce with a view to ascertaining whether quarters may possibly be available in the new Chamber of Commerce building for the establishment of such a branch of the Library.

Chamber of Commerce
to be asked for
quarters for business
branch.

Dissolved:

Lella Jean Deery
clerk.

March 11, 1921

Friday, March 11, 1921

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney, Kirstein and Mann.

The President Dr. Mann in the chair.

The records of the regular meeting of February 25, 1921 and of the special meeting of March 4, 1921 were read and approved.

Books and supplies
purchase authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, Books, to the amount of \$203.24 chargeable to trust funds income; and miscellaneous supplies for the Central Library and Branches \$2979.67, for Binding \$24.50, and for Printing Department \$505.24.

Chamber of Commerce
with reference to
securing quarters
for business branch

The President reported that he had addressed a communication to the Boston Chamber of Commerce with reference to the possibility of securing quarters in the new Chamber of Commerce building for the establishment of a business branch of the Library; and presented the reply to the same, which was read and ordered placed on file.

Latin-American Club
of M.I.T. offers
bust

A communication from the Latin-American Club of the Massachusetts Institute of Technology, offering to present to the Library a marble bust of José Enrique Rodó in appreciation of courtesies received by them from the City of Boston, was referred to the Librarian for examination and report.

John Duff, suggests
names for Art Com-
mission.

A communication from Mr. John Duff suggesting names of persons qualified for membership on the Art Commission, was read and ordered placed on file.

Building Commissioner
report on elevator

The report of the Building Commissioner on the public elevator at the Central Library building was taken from the table, and the Librarian presented a report on the same made at his request by Stone & Webster, engineers, estimating cost of necessary repairs on the present elevator at twenty-five hundred dollars (\$2500) and recommending the installation of a new electric elevator; and after consideration, on motion of Mr. Kenney, it was

Voted, that a copy of the report of the chief engineer with estimated cost of repairs on the present elevator, together with a copy of the report of Stone & Webster, be sent to His Honor

March 11, 1921

the Mayor, with a statement that the Trustees believe this to be a matter requiring special consideration.

The Librarian's report was read by him.

Librarian's report

On recommendation of the Librarian, it was

Ordered, that Grace K. Brady be employed in the regular service as assistant at the South Boston Branch, at sixteen dollars (\$16) per week, beginning April 1.

Grace K. Brady
employed

On motion of Mr. Kenney, it was

Voted, that the Supervisor of Branches be directed to revise his estimate for increased service at the branches and report to the Librarian for recommendation to the Trustees as to what he deems of greatest importance to be undertaken under the present budget limitations.

Supervisor of Branches
to revise estimate of
service

The Librarian presented a special report on the use of the Mt. Bowdoin Reading Room during the experimental period of extended service; and on his recommendation, it was

Mt. Bowdoin Reading
Room, experimental
extension of service:

Voted, to continue the operation of this reading room on the present basis until June 1 next.

to be continued

A report and petition from the Welfare Committee of the Employees' Benefit Association in reference to granting sick leave in addition to vacation allowance, was read and referred to the Librarian for examination and report, especially as to the practice in other departments of the city.

Welfare Committee of
Employees' Benefit Assn.
petition for sick
leave allowance

Special privilege cards were granted to Woods Hutchinson, Bertrand McDonald, Constance Morse, Reynolds, Francis Rohmstock, Albert L. Squier, and Zion's Herald.

Special privilege
cards

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to \$17,027.53, and to trust funds income \$1,073.97.

Bills, April 1st
requisition

Voted, that the President, Vice President, or any member of the Board be authorized to sign bills on which discounts are allowed, in order to meet the requirements of the Mayor's Circular No. 66, dated January 18, 1921.

Any member to sign
bills on which there
is a discount.

March 11, 1921

The President presented a draft of the annual report for the consideration of the Board.

Salary of Clerk of Corporation increased

On recommendation of the Librarian, the vote of January 7, 1916 fixing the salary of the Clerk of the Corporation at One hundred dollars (\$100) a year, was rescinded as of April 1, 1921, and it was

Voted, that the Clerk of the Corporation be paid a salary of Four hundred dollars (\$400) a year, payable quarterly, to date from April 1, 1921.

Voted, that the next regular meeting of the Corporation be on Friday, April 1, 1921, at 3.30 o'clock p.m.

Dissolved.

Vella Ken Deery
Clerk.

April 1, 1921

Friday, April 1, 1921

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly and Kirslein.

The Vice President Mr. Carr in the chair.

The record of the meeting of March 11, 1921 was read and approved.

Books and Supplies purchase authorized

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file. Books, to the amount of \$6.90 chargeable to trust funds income; miscellaneous supplies for the Central Library and branches \$26.48.05, for Binding \$267.07 and for Printing Department \$143.12.

Art Commission names for

A communication from the Mayor dated March 22 requesting the Trustees to submit the names of three gentlemen qualified to be appointed on the Art Commission for the term beginning May 1, 1921, was read and laid upon the table until the next meeting.

Children's Fund income

A communication dated March 14, 1921 was received from the City Treasurer, stating that at the end of the fiscal year January 31, 1921, the balance to the credit of the "Children's Fund" Income Account as accumulated during said year under the Seventh Clause of the will of Josiah H. Benton was Four thousand

One hundred and forty-eight and $\frac{98}{100}$ dollars (\$148.98), and it was

Voted, that the City Treasurer be requested to pay this sum to the Pastor of Trinity Church in the City of Boston, as required by the Twelfth Clause of said will.

A communication was received from the Mayor relative to the repair of the hydraulic elevator at the Library, and enclosing a report of the Building Commissioner on the same, who estimates the cost of putting the present service in first-class condition at Four thousand dollars (\$4000); and the Librarian presented a proposal from the Payne Elevator Company to install a new electric elevator for the sum of Five thousand two hundred and eleven dollars (\$5211). After consideration, on motion of Mr. Kirslein, it was

Voted, that the Librarian be directed to obtain from Stone Webster, their expert opinion regarding the proposal of the Payne Elevator Company, and report to the Board.

A communication was received from the Art Commission stating that the Commission would be glad to make a recommendation on request of the Trustees as to a suitable portrait of the late Josiah H. Benton to be placed in the Library; and suggesting two solutions, namely, an oil portrait or a bronze or marble bust; and it was

Voted, that receipt of the communication be acknowledged and the Art Commission informed that the Trustees would prefer an oil portrait of Mr. Benton; and that they would be glad to receive suggestions of names of persons of unquestioned ability and reputation who would undertake ^{a commission} to paint such a portrait; and what the probable cost would be.

A letter dated March 11 was received from the Chairman of the Building Committee of the Chamber of Commerce, inquiring as to the probable amount of space needed for quarters for a business branch of the Library; and the Librarian reported that by direction of the President he had informally supplied the information requested.

The Librarian's report was read by him.

In accordance with the vote of March 11, the Librarian presented a report made to him by the Supervisor

April 1, 1921

New electric elevator
need at
Central Library

Estimate of cost

Librarian to secure
expert opinion

Benton, J. H.
Art Commission on
portrait of

President to reply

Chamber of Commerce
as to space in new
building for a
business branch

Librarian's report

April 1, 1921
Service needs at
branches

Catherine C. Kelly
employed

Employed:

William T. Little,

Anna M. Hooley,

Mary McBrady

Josephine A. Day

transferred to

Executive: Margaret

K. Murphy resigned

Promotions:

Miss M. Herman

Anna M. Twomey

Employees' Benefit Assn

withdraw petition for

sick leave allowance

Photostat machine

and motion picture

apparatus; cost of

installing

West Roxbury Branch

proposed new building

Trustees considering

preliminary plans

for

of Branches on the most pressing needs for additional service at the branches, and on recommendation of the Librarian, it was

Ordered, that Catherine C. Kelly be employed as a regular assistant at the Neponset Reading Room, at fifteen dollars (\$15) per week, beginning April 8.

On recommendation of the Librarian, it was

Ordered, that the following persons be employed in the regular service: William T. Little, Executive Department; and Anna M. Hooley, and Mary McBrady, Issue Department, at ten dollars (\$10) per week, each.

Ordered, that Josephine E. Day be transferred from the Issue to the Executive Department, without change in pay; in place of Margaret K. Murphy resigned.

Ordered, that the following promotions in the Issue Department, on account of the transfer of Miss Day, take effect April 1: Miss M. Herman, with increase in pay from fourteen dollars (\$14) to fifteen dollars (\$15) per week; and Anna M. Twomey, with increase in pay from twelve dollars (\$12) to fourteen dollars (\$14) per week.

The Librarian presented a request from the Welfare Committee of the Employees' Benefit Association to withdraw the report and petition presented to the Board on March 11; and it was

Voted, that receipt of the communication be acknowledged and the request granted.

The Librarian presented a special report on the desirability and cost of installing in the Library a photostat machine and motion picture apparatus; and he was directed to report to the Board the amount of income available from unrestricted trust funds that could be used for such purpose.

The Librarian reported that the Mayor will be glad to have the Trustees take such informal action as is possible in the matter of the proposed new library building for West Roxbury; and it was

Voted, that the Mayor be informed that the Trustees are considering preliminary plans for such a building, and it is their intention to appoint an architect and proceed with the work as soon as the appropriation is available.

On motion of Mr. Kirklin, it was

April 1, 1921

Jeffries Point: committee

with power on

establishment of

reading room.

Special privilege cards

Voted, that a committee be appointed with power, to take action in the matter of securing quarters for the establishment of a reading room in the Jeffries Point district of East Boston.

The Chair appointed the President and Father Connelley such committee.

Special privilege cards were granted to R. L. Day, Jr., Employers' Association of Eastern Massachusetts, James Motimer, Ethel M. Remick, and Joseph Smith.

Disolved:

John J. Deary

clerk.

Friday, April 15, 1921

April 15, 1921

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connelley and Twomey.

The Vice President Mr. Carr in the chair.

The record of the meeting of April 1, 1921 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, Books, chargeable to trust funds income to the amount of \$430.25; miscellaneous supplies for the Central Library and branches \$853.55, for Bindery \$79.25, and for Printing Department \$1.00.

The following order from the City Council was read and laid upon the table for further consideration:

"City of Boston
"In City Council

"Ordered: That the sum of fifty-five thousand dollars (\$55,000) be appropriated to be expended by the Superintendent of Public Buildings for the erection of a building for the West Roxbury Branch of the Public Library, and that to meet said expenditure the City Treasurer be authorized to issue, from time to time, on the request of the Mayor, bonds or certificates of indebtedness of the City to said amount."

"In City Council, March 21, 1921. Read once and passed - yeas nine

"In City Council, April 4, 1921. Read a second time and again passed - yeas eight, nays none.

"Approved by the Mayor April 6, 1921, he certifying on the original order that the foregoing loan is not, in his opinion, to meet a current expense." (Witness: signed) W. J. Doyle, Clerk City Council.

West Roxbury Branch

appropriation for

new building to

be expended by

Supt. of Public

Buildings

Books and supplies

purchase authorized

April 15, 1921

Art Commission, names
for appointment to:

William V. Kellan

Ralph Adams Cram

William H. Downes

The Mayor's communication of March 22 requesting names of gentlemen for appointment on the Art Commission was taken from the table; and it was

Voted: that the Trustees nominate under Chapter 410 of the Acts of 1896, the following persons: William V. Kellan, Ralph Adams Cram, and William H. Downes.

The draft of the annual report was taken from the table; and it was

Draft of annual
report approved

Voted, that the draft report be adopted as the report of the Board; and transmitted to His Honor the Mayor as required by the ordinance.

Librarian's report

The Librarian's report was read by him.

Deposit of books

authorized

The Librarian was authorized to send a deposit of books to the Brighton Men's Catholic Institute, under the usual conditions.

Elevators: expert opinion

on Payne Elevator

proposal

In accordance with the vote of April 1, the Librarian presented a report from Stone Webster, engineers, on the proposal of the Payne Elevator Company to install in the Library a new electric elevator for the sum of Fifty-two hundred and eleven (\$5211), recommending such installation rather than repair of the present elevator at a cost of Four thousand dollars (\$4000); and after consideration, it was

Report and recommenda-

tion sent to Mayor

Voted, that a copy of this report be forwarded to His Honor the Mayor, and that he be informed that the Trustees having in view the expenditure of money for the advantage of the city, are of the opinion that a new electric elevator should be installed at this time.

Printing Department

employees placed under

Civil Service.

The Librarian presented a communication from the Civil Service Commission addressed to him under date of April 12, stating that persons employed in the printing departments of the City of Boston, including the Library Department, have been placed under Civil Service classification.

Jeffries Point, Committee on

Reading Room report

progress

The committee appointed on April 1 in the matter of securing quarters for the establishment of a reading room at Jeffries Point, East Boston, reported progress.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed

and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to Twenty-two thousand seven hundred and eighty-seven and $\frac{26}{100}$ dollars (\$22,787.26), and to trust funds income Eleven hundred and fifty-four and $\frac{43}{100}$ dollars (\$1,154.43).

Special privilege cards were granted to the Boston Research Company, the Three Millers Company, and J. H. Carpenter.

April 15, 1921

Bills

Special Privilege
cards

Dissolved:

Vella Jean Deery
Clerk

Friday, April 29, 1921

April 29, 1921

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly, Kenney and Mann.

The President Dr. Mann in the chair.

The record of the meeting of April 15, 1921 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file: Books to the amount of \$759 chargeable to trust funds income; Miscellaneous supplies for the Central Library and branches \$399.65, for Binding \$82.34 and for Printing Department \$9.95.

Books and Supplies
purchase
authorized

Circular No. 68 from the Mayor's Office was read and ordered placed on file.

Mayor's Circular

A communication from the Mayor dated April 25 enclosing a report from the Building Commissioner on the subject of the passenger elevator at the Central Library, was referred to the Librarian for further examination and report as to repairs on the present elevator.

Elevator, report from
Building Commissioner

A communication dated April 19 was received from the Art Commission offering their services in connection with the matter of securing a suitable portrait of the late Josiah H. Benton for the Library; and the President was requested to thank the Art Commission for their interest, and express the desire of the

Art Commission
offer services in
securing a suitable
portrait of J. H. Benton

April 29, 1921

Portrait of J. H. Benton

Trustees to cooperate in the manner suggested, the Trustees being confident that in addition to their official approval the Commission will provide that such portrait as is contracted for shall be satisfactory to the Trustees before acceptance.

Walter Gilman Page offers

to lend portrait of

Mr. Benton. Declined

The President reported that he had received an offer from Mr. Walter Gilman Page to lend to the Library for an indefinite period his portrait of Mr. Benton; and that he had replied to Mr. Page that under all the circumstances he did not consider it advisable to accept the offer. It was

Voted, that the President's action in this matter be approved and confirmed.

City Auditor's statement

in relation to the 3%

condition in Mr.

Benton's will

A communication from Mr. J. Alfred Mitchell, City Auditor, notifying the Trustees that in accordance with their request he had made a statement to the Corporation Counsel as to his interpretation of the 3% condition in the will of Josiah H. Benton, was read and ordered placed on file.

Librarian's report

The Librarian's report was read by him.

The Librarian presented a letter forwarded to him from Mr.

Chamber of Commerce

quarters for business branch

Hirstein's office, in the matter of quarters in the new Chamber of Commerce building for a business branch of the Library. Placed on file.

Frank H. Callahan

request extension of his

leave of absence

The Librarian presented a letter from Mr. Frank H. Callahan of the Bindery, dated April 25, asking for a further extension of his leave of absence; and after consideration of the fact that his original request for an absence of a year was granted for the period beginning November 1, 1919, a second request extended the period to January 1, 1921, and a third request to May 1, 1921, it was unanimously

Request not granted

Voted, that Mr. Callahan be informed that the Trustees regret that they cannot further extend his leave of absence, but must hold him to the agreement which he himself made in his letter of December 30, 1920, requesting extension of leave to May 1, 1921, as follows: "I shall positively resign or return to the service at the end of this time."

Yale University

invitation to Inauguration

of President

President to represent

Library.

An invitation was received from the President and Fellows of Yale University for the Library to be represented at the Inauguration of James Rowland Angell as President of the University on June 22, 1921; and it was

Voted, that the President be requested to represent the

April 29, 1921

Library on this occasion, and that in the event of this being unable to attend he may designate one of the Trustees to serve in his place.

Special privilege cards were granted to Harriet B. Hawes, Harold J. Wheeler, and the Derby Brown Company.

Special privilege
cards

Bills for books amounting to twenty-five hundred and ninety-seven and ²⁹/₁₀₀ dollars (\$2597.29) payable by draft on funds on deposit in London, having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to draw upon Messrs. Morgan Grenfell Company, the necessary drafts therefor.

Bills. London
account

Dissolved:

Della Jean Deery
Clerk

Monday, May 2, 1921

Date for annual meeting of the Corporation, at 3.30 o'clock p.m.

May 2, 1921

Date for annual
meeting. Adjourned

No quorum. Adjourned by order of the President to Friday, May 13, 1921, at 3.30 o'clock p.m.

Della Jean Deery
Clerk

Friday, May 13, 1921

Date for annual meeting of the Corporation at 3.30 o'clock p.m.

May 13, 1921

Annual meeting
adjourned

Adjourned by order of the President to Friday, June 3, 1921 at 4 o'clock p.m.

Della Jean Deery
Clerk

May 13, 1921

Friday, May 13, 1921

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Connolly, Conway and Mann.

The President Dr. Mann in the chair.

The record of the meeting of April 29, 1921 was read and approved.

Books and supplies purchase authorized
The Librarian was authorized to purchase according to bids submitted by him and to be placed on file, books, chargeable to trust funds income to the amount of \$568, and to City appropriation \$18; also miscellaneous supplies for the Central Library and branches \$1606.69, for Binding \$192.56 and for Printing Department \$84.36.

Mayor's Circular
Circular No. 69 from the Mayor's office was read and ordered placed on file.

Petition to erect a garage near W. F. Branch
Notice was received from the Street Laying-Out Department of a petition to erect a public garage on Cambridge Street near the West End Branch of the Library; and the President stated that he had made an informal protest against the erection of such a building; and pending further information on the matter was laid upon the table.

Printing Department, and Binding, new wage scales
Communications from the Boston Typographical Union and the Boston Bookbinders Union, submitting new wage scales, were received and read, and it was

Mayor's advice to be asked
Voted, that the President be requested to address a letter to His Honor the Mayor asking for his advice in the matter before reply to the communications.

Appropriation for W. F. Branch new building: order taken from table
The order of the City Council of March 21, 1921, appropriating a sum of Fifty-five thousand dollars (\$55,000) to be expended by the Superintendent of Public Buildings for the erection of a library building in West Roxbury, was taken from the table, and after consideration, it was

Trustees should have expenditure of money for library purposes
Voted, that the President be requested to inform the Mayor that it is the sense of the Board that under the authority of their Charter of Incorporation and in their administration for the best interest of the Library, appropriations of money for library purposes should be made to the Trustees to be expended by them, rather than to other departments of the City.

May 13, 1921

Librarian's report
John C. Daley employed.

The Librarian's report was read by him.
On recommendation of the Librarian, it was Ordered, that John C. Daley be employed in the regular service, Binding Department, as Forwarder, at thirty-seven and ⁵⁰/₁₀₀ dollars (\$37.50) per week; in place of Frank H. Callahan resigned.

Ordered, that Henry C. Schronum be employed in the regular service, Branch Department, at twelve dollars (\$12) per week.
Henry C. Schronum employed

Ordered, that Elizabeth H. McShane be appointed second assistant at the Codman Square Branch, with increase in pay from twenty-one dollars (\$21) to twenty-three dollars (\$23) per week, beginning May 13, 1921.
Elizabeth H. McShane second assistant Codman Square

Ordered, that the following grade increases in pay in the Issue Department, take effect May 13, 1921: Beatrice Colman, Nineteen dollars (\$19) to twenty dollars (\$20) per week; Mary A. McDonald, Nineteen dollars (\$19) to twenty dollars (\$20) per week; and Ruth von Schoppe, sixteen dollars (\$16) to seventeen dollars (\$17) per week.
Grade increases
Beatrice Colman
Mary A. McDonald
Ruth von Schoppe

The Librarian reported the absence on account of illness of Anna M. Brannen of the Issue Department; and on his recommendation, it was
Anna M. Brannen illness;
allowance from Alice Lincoln Whitney Fund
Voted, that Anna M. Brannen be paid Fifty dollars (\$50) from the Alice Lincoln Whitney Fund, on account of illness.

The Librarian recommended that the custom in other city departments of allowing employees a leave of absence of three days without loss of pay on account of a death in their immediate family, be followed by the Library; and it was
Absence on account of death in family

Voted, that the recommendation be approved, and the Librarian authorized to allow such absence in his discretion.
Periodicals, 1921-22 subscriptions authorized

The Librarian presented bids for furnishing domestic periodicals for the Library for the year 1921-22, as follows:

Smith & McNamee	\$4,983.95
Int. News Company of New York	4,582.05
J. W. Tason Company	4,437.06
Herman Goldberger	4,426.53

He reported that while the J. W. Tason Company's bid is ten and ⁵²/₁₀₀ dollars (\$10.52) higher than that of Herman Goldberger, certain advantages offered by the Tason Company more than offset the

May 13, 1921

F. W. Faxon Co.

to furnish

domestic periodicals
for 1921-22Special draft in
paymentSpecial privilege
cardsBills, approved and
ordered paid

American Library

Association to meet
at Swampscott.Suggestions for
entertainment at
LibraryAppropriation request
from MayorHandbooks to be
distributed to
delegates

difference in price, namely, the disposal of the Library's duplicate periodical material on exchange account, and the supplying of loose title pages and indexes needed for binding; and after consideration, on his recommendation, it was

Voted, that subscriptions for domestic periodicals for the Central Library and branches for the year July 1, 1921 to June 30, 1922, be placed with the F. W. Faxon Company, in accordance with the terms of their offer, namely, for the sum of Four thousand two hundred and twenty-nine and $\frac{95}{100}$ dollars (\$4,229.95), less Forty-five and $\frac{95}{100}$ dollars (\$45.95) for duplicate periodical material on exchange account to be applied to the list for the Phillips Brooks Reading Room; and

Voted, that the President or Vice President be authorized to sign a special draft in payment of the same.

Special privilege cards were granted to Frederick M. Houghton, Boylston Motors, Inc., and Warren Brothers Company.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to Fourteen thousand one hundred and sixty-four dollars (\$14,164), and to trust funds income Seven hundred and sixty-four and $\frac{62}{100}$ dollars (\$764.62).

The Librarian reported that the Forty-third Annual Conference of the American Library Association will be held at Swampscott, Massachusetts during the week of June 20, 1921; and he presented for consideration certain suggestions for the entertainment of the delegates, especially a meeting at the Central Library on the evening of June 23 on invitation of the Trustees of the Library and the Board of the Public Library Commissioners of the Commonwealth; and it was

Voted, that the Librarian's recommendations be approved and adopted; and the Mayor requested to appropriate a sum of Six hundred dollars (\$600) to provide for such entertainment.

Voted, that the Librarian be authorized to expend a sum not exceeding two hundred and ten dollars (\$210) for the purchase of handbooks of the Library to be distributed to the delegates to the American Library

May 13, 1921

Librarian's annual
report

Association.

The Librarian presented his annual report for the year 1920-21 which was approved and accepted.

Dissolved:

Rella Jan Olney

Clerk.

Friday, May 27, 1921

May 27, 1921

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Carr, Connolly and Murray.

The Vice President Mr. Carr in the chair.

The record of the meeting of May 13, 1921 was read and approved.

The following communication was received and read:

"Office of the City Clerk

"City Hall, May 21, 1921

Michael J. Murray

"I hereby certify that

appointed

Trustee

"Michael J. Murray
"having been duly appointed to be a
"Trustee of the Boston Public Library
"for the term ending April 30, 1926
"this day appeared and was sworn as
"such officer.

"Attest:

(signed) "W. J. Doyle

"Asst. City Clerk.

Circular No. 70 from the Mayor's Office was received, read and ordered placed on file.

Mayor's Circular

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, Miscellaneous supplies for the Central Library and branches \$12,291.58, for Binding \$196, and for Printing Department \$7.38.

Supplies, purchase
authorized

The following communications were read and ordered placed on file: from His Excellency the Governor and from His Honor the Mayor, accepting the invitation of the Trustees to be present at the special meeting of the American Library Association to be held at the Library on the evening of June 23, 1921; and from the Mayor, informing the Trustees that he will appropriate a sum of Five hundred dollars (\$500) towards the entertainment of delegates to the American Library Association.

Governor and

Mayor to attend
meeting at Library
of A. L. A.

Mayor's appropriation

May 27, 1921

Conference in June.

Bindery & Printing

departments, matter
of increase in wages
should be deferred

Jeffries Point, report

of committee;

site selected;

lease approved

A communication dated May 25 was received from the Mayor in reply to the request of the Trustees for advice in the matter of increase in wages to employees in the Printing and Bindery departments of the Library, to the effect that pending definite decision on the suggestion to discontinue these departments, action on the matter of increases in pay should be deferred.

Father Connolly for the committee on the matter of the establishment of a reading room of the Library in the Jeffries Point district of East Boston reported that suitable quarters had been found which the owner will remodel at his own expense at a cost of three thousand dollars (\$3,000) according to plans approved by the Librarian, provided the Trustees will take a ten year lease of the premises at a rental of One hundred and twenty-five dollars (\$125) a month; and after consideration, on motion of Father Connolly, it was

Voted, that the Trustees approve the taking of such a lease on the terms named; and the Librarian was requested to report fully at the next meeting regarding the expense of equipping such a reading room, the service, and other matters connected therewith.

Public garage near

West End Branch

Trustees opposed to

erection of same

The matter of the petition to erect a public garage on Cambridge Street near the West End Branch of the Library was taken from the table; and the Librarian presented a letter from the Street Laying Out Department giving further information regarding the same; and after consideration it was

Voted, that the Trustees are emphatically opposed to the erection of such a building on this site; and the President was requested to address a letter to the Street Laying Out Department setting forth in detail the various objections of the Board to the same.

Librarian's report

Francesca C. Connolly

transferred to Roxbury

Branch

Elizabeth M. Kelley

ill, leave of absence

The Librarian's report was read by him.

On recommendation of the Librarian it was

Ordered, that Francesca C. Connolly be transferred from the North End to the Roxbury Branch, without change in pay; to the place made vacant by the resignation of Margaret A. Murphy.

The Librarian reported that Elizabeth M. Kelley of the Jamaica Plain Branch is ill, and on the advice of her physician

May 27, 1921

Elizabeth M. Kelley

leave of absence

must take an extended rest; and on his recommendation, it was

Voted, that Elizabeth M. Kelley of the Jamaica Plain Branch be granted a leave of absence of three months on half pay, on account of illness and in part compensation for long and faithful service.

The Librarian's schedule of hours at the branches and reading rooms for the summer of 1921, was approved.

In accordance with the vote of April 29, the Librarian presented three estimates for repairing the hydraulic elevator at the Central Library, ranging from thirty-eight hundred and twenty-two dollars (\$3822) to forty-six hundred dollars (\$4600); and the President was requested to forward this information to the Mayor in accordance with his request of April 25.

Special privilege cards were granted to Abigail C. Hitchcock, Walter Sargent, the Junior Red Cross, Ipswich Industrial Organization, and Jason Weiler sons.

An invitation was received from the American Library Association for the Trustees and members of the Library Staff to attend the Annual Conference of the Association at Swampscott during the week of June 20, 1921.

Voted, that the next regular meeting of the Corporation be held on Friday, June 3, 1921 at 4 o'clock p.m.

Dissolved.

Della Jean Deery

clerk.

Friday, June 3, 1921

The adjourned annual meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Mann and Murray.

The President Dr. Mann in the chair.

The records of the adjourned annual meeting of May 7, 1920, and May 2 and 13, 1921, were read and approved.

Summer hours at

branches

Elevator, estimates of
cost for repairingSpecial privilege
cardsA. L. H. invitation
to attend annual
conference

June 3, 1921

Annual meeting

June 3, 1921

Annual meeting

The Corporation proceeded to the election of officers by viva voce vote as follows:

D. J. Deery elected
Clerk

First vote for Clerk: Mr. Carr voted for Della Jan Deery, Father Connolly voted for Della Jan Deery, Dr. Mann voted for Della Jan Deery, Judge Murray voted for Della Jan Deery, who was declared elected Clerk and qualified for office by taking and subscribing the following oath:

I, Della Jan Deery, solemnly swear that I will well and faithfully perform all the duties incumbent upon me as Clerk of the Trustees of the Public Library of the City of Boston.

Della Jan Deery

Suffolk SS. Subscribed and sworn to this third day of June, A. D. 1921

Before me

Frank C. Blaisdell
Notary Public

Alexander Mann

elected President

First vote for President: Mr. Carr voted for Alexander Mann, Father Connolly voted for Alexander Mann, Dr. Mann voted for Samuel Carr, Judge Murray voted for Alexander Mann; and Alexander Mann was declared elected President.

Samuel Carr

elected Vice President

First vote for Vice President: Mr. Carr voted for Arthur J. Connolly, Father Connolly voted for Samuel Carr, Dr. Mann voted for Samuel Carr, Judge Murray voted for Samuel Carr; and Samuel Carr was declared elected Vice President.

There being no further business the meeting was dissolved.

Della Jan Deery
Clerk.

Friday, June 3, 1921

June 3, 1921

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4.15 o'clock p.m.

Present: Messrs. Carr, Connolly, Mann and Murray.
The President Dr. Mann in the chair.

The record of the meeting of May 27, 1921 was read and approved.

Circulars No. 71 and 72 from the Mayor's office were read and ordered placed on file.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches \$185.32, for Binding \$121.88 and for Printing Department \$11.95.

In accordance with the vote of May 27, 1921, the Librarian presented a detailed estimate of the expense of equipping and maintaining a reading room at Jeffries Point, East Boston, if established on September 1, 1921; and after consideration, the President was requested to address a communication to the Mayor requesting a special appropriation of four thousand dollars (\$4,000 for such purpose.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered, that there be created in the Library service a new department, to be known as the Information Office, including an Open Shelf Room and a Public Documents Room, under the direction for the present of Edith Guerrier, Supervisor of Circulation; that John H. Reardon of the Shelf Department and Mary E. Prim of the Catalogue Department be transferred to service in this department, without change in pay; and that Helen M. Ripley be employed as a regular assistant there at twenty dollars (\$20) per week, to take effect June 3, 1921.

Ordered, that Joseph W. Ward of the Shelf Department be promoted to the position of assistant in charge of shelf-reading, with increase in pay from twenty-six and ⁵⁰/₁₀₀ dollars (\$26.50) to twenty-nine dollars (\$29) per week; that Catherine J. Kennedy of the Registration Department be promoted to the position of acting first

Mayor's Circulars

Supplies, purchase
authorized

Jeffries Point

Statement of cost
of establishing a
reading room;
appropriations
requested.

Librarian's report

Information Office
Open Shelf Room
Public Documents Room

John H. Reardon

Mary E. Prim transfer
to; Helen M. Ripley
employed

Joseph W. Ward

promoted

Catherine J. Kennedy
promoted

June 3, 1921

Elsie M. Holden

resigned

Harry W. Matthews

employed

Mary E. Dorman

employed

Heloise G. Kenney

pay increased

Catherine Galvin

transferred

Special privileges

Retirement of

William F. Kenney:

Resolution

assistant in that department, with increase in pay from Nineteen dollars (\$19) to Twenty-three dollars (\$23) per week, in place of Elsie M. Holden resigned; that Harry W. Matthews be employed in the regular service as assistant in Bates Hall, at Twenty-five dollars (\$25) per week; that Mary E. Dorman be employed in the regular service of the Bindery at Twenty and $\frac{24}{100}$ dollars (\$20.24) and that Heloise G. Kenney of the Bindery be granted increase in pay from Eighteen and $\frac{24}{100}$ dollars (\$18.24) to Twenty and $\frac{24}{100}$ dollars (\$20.24) per week, to take effect June 3, 1921.

Ordered, that Catherine Galvin be transferred from the Issue Department to the Chelmsford Branch, with increase in pay from Eleven dollars (\$11) to Thirteen dollars (\$13) per week, to take effect May 27, 1921.

A special privilege was granted to J. Henry Neal.

The following Resolution on the retirement of Mr. William

F. Kenney, was adopted:

"On April 31, 1921 Mr. William F. Kenney's term as a Trustee of the Library expired.

"Mr. Kenney was first appointed a Trustee on December 30, 1907. He has therefore served the Library continuously for a period of fourteen years.

"On May 3, 1912 Mr. Kenney was elected Vice President of the Board, which office he held up to February 13, 1917 when he was elected President of the Board, and served in that capacity until May 7, 1920.

"Two Trustees of the Library have served the institution longer than Mr. Kenney, and through all these years he has been most faithful in his attendance on the meetings of the Board, and has at all times shown a keen interest in the welfare of the Library.

Resolved: That Mr. Kenney be accorded the freedom of the library, and that this minute be placed upon the records of the Board of Trustees, and that a copy be sent to Mr. Kenney."

Voted, that an invitation be extended to the members of the City Council to be present at the informal reception to the American Library Association on Thursday evening, June 23, 1921.

Voted, that the next regular meeting of the Corporation be held on Thursday, June 16, 1921, at 4 o'clock p.m.

Dissolved: Della Jan Deary clerk.

Thursday, June 16, 1921

June 16, 1921

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Kirstein, Mann and Murray. The President Dr. Mann in the chair.

The record of the meeting of June 3, 1921 was read and approved.

The Librarian was authorized to purchase according to list submitted by him and to be placed on file: Miscellaneous supplies for the Central Library and Branches amounting to \$2505.54, for Bindery \$200 and for Printing Department \$7.60.

The following communications were read and ordered placed on file: from Mr. William F. Kenney dated June 8, expressing his thanks for the resolution adopted by the Trustees on his retirement from the Board; Circular No. 73 from the Mayor's office; from the Mayor dated June 6, expressing satisfaction that the Trustees have found a suitable location for the establishment of a reading room at Jeffries Point, and stating that he would recommend to the City Council a special appropriation of four thousand dollars (\$4000) for such purpose; from the Street Laying-Out Department dated June 3, advising the Trustees that they have voted to reject the petition to locate a public garage on Cambridge Street adjacent to the West End Branch.

A communication dated June 6 was received from the Mayor, giving authority for the installation of a new electric elevator at the Central Library as recommended by the Trustees, on condition that the cost of the same be charged to B 39 and that the total expenditures from this item for the current year will not exceed the appropriation already made. After consideration it was

Voted, that the Mayor be informed that in view of the fact that this item was reduced from \$31,540 to \$21,000, and that certain repairs at the Branches and reading rooms are imperative, the Trustees do not see their way to taking \$5461 for the installation of this elevator out of the reduced appropriation for B 39.

The following order from the City Council was

Supplies, purchase authorized

Communications from:

Mr. F. Kenney

Mayor's Circular

Mayor regarding

Jeffries Point R. R.

Street Laying-Out

Department's garage

on Cambridge Street

Electric elevator

installation

expense cannot

be met from

current appro-

priation

June 16, 1921

Jeffries Point

special appropria-

tion for

read and ordered placed on file.

City of Boston, In City Council:

"Ordered: That under authority of Chapter 261 of the Acts of 1893, the City Auditor be and hereby is authorized to transfer the sum of \$4,000. from the Reserve Fund to an appropriation, to be expended by the Trustees of the Public Library for the equipment and maintenance of a library reading room, Jeffries Point Section of East Boston."

"In City Council, June 6, 1921. Passed - yeas six, nays none."

"Approved by the Mayor June 7, 1921"

"Attest: (Signed) W. J. Doyle,
Asst. City Clerk."

"The foregoing transfer order was passed in accordance with and after the written recommendation of the Mayor to the City Council, dated June 6, 1921."

"Attest: (Signed) W. J. Doyle,
Asst. City Clerk."

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian it was

Employed

Ordered, that the following persons be employed in the

Helen M. Burke

regular service of the Issue Department, at ten dollars (\$10) per

Harriet J. Kelleher

week, each: Helen M. Burke, Harriet J. Kelleher, and Mary J.

Mary J. Murphy

Murphy

Grade increases:

Ordered, that the following grade increases in pay

Mary McBreedy

take effect June 17: Mary McBreedy, Issue Department, ten dollars

William L. Little

(\$10) to eleven dollars (\$11) per week; William L. Little, Executive

Alice M. Barry

Department, ten dollars (\$10) to twelve dollars (\$12) per week;

Marie J. Gross

Alice M. Barry, Registration Department, eighteen dollars (\$18) to

nineteen dollars (\$19) per week; Marie J. Gross, Registration Department, seventeen dollars (\$17) to eighteen dollars (\$18) per week.

On recommendation of the Librarian, it was

Additional vacation

Voted, that the Librarian be directed to grant an

allowance on account

of illness

additional vacation allowance with pay, not to exceed in any case one half of the regular vacation, where the employee would not receive any vacation or less than one half of the regular allowance: such additional vacation only to be granted

June 16, 1921

because of illness on the part of the employee, in proof of which a doctor's certificate must be filed with the Librarian.

The Librarian reported certain special cases of illness which were carefully considered; and on his recommendation it was

Voted, M. Theres Campbell of the Catalogue Department be granted a leave of absence from July 1 to September 6, 1921 with full pay; Ethel E. Kuorikos of the East Boston Branch, eight weeks with half pay; Vida E. Brooker of the Roslindale Branch, six weeks with half pay; and Gertrude E. M. Leufgren of the Hyde Park Branch, three week with full pay: all on account of illness and in part compensation for long and faithful service.

The Librarian was authorized to send a deposit of books to a boy scout camp of Dorchester boys at Moosehead Lake, Maine, under the usual conditions.

The Librarian was authorized to transfer to Mr. C. E. Goodspeed on exchange account, duplicates in accordance with a list submitted by him, amounting in value to \$385.

In order to take care of special work on the grounds at certain of the branches, recommended by the Librarian but not provided for in the budget the President was requested to ask the Mayor's authority for a transfer from some other item of the budget of a sum not exceeding \$400 for such purpose.

The Librarian presented a letter addressed to him by the landlord of the premises occupied by the Mt. Bowdoin Reading Room, stating that he had received from the Water Department of the City a bill for \$71.28 for water waste because of a leak in the basement of the premises which was not discovered for some time; and on recommendation of the Librarian, it was

Voted, that the Librarian be authorized to pay one-half of the difference between the amount of the bill rendered and the average quarterly bills, namely \$28.14.

Special privilege cards were granted to Paisye A. Lewis, Philip Spencer Mann, and Edward S. Miles.

Voted, that a committee be appointed to consider the matter of installing at the Central Library a photostat and motion picture apparatus. The President appointed Mr. Kirstein and

Leave of absence

M. Theres Campbell

Ethel E. Kuorikos

Vida E. Brooker

Gertrude E. M. Leufgren

Deposit of books

Duplicates disposed

of

Branches, special

work on grounds

Mt. Bowdoin Reading

Room, bill for water

waste: Library to

pay part of

Special privileges

Photostat and

motion picture machine:

committee on

June 16, 1921

Branches, special
repairs, committee

Bills approved

and ordered paid

Trust funds income

placed abroad for
purchase of booksMrs. David A. Ellis
as to gifts of
children's booksHoliday opening
for inspection onlyLibrarian to contract
for repairs during
summer: also extra
service.Committee to act
during summer

Judge Murray such committee.

The President also appointed Mr. Carr and Mr. Kirstein a committee on the matter of special repairs at the branches during the summer months.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisition therefor, chargeable to the general appropriation amounting to \$18,083.25 and to trust funds income \$759.67.

On recommendation of the Librarian it was

Voted, that there be allowed and paid to Messrs. Morgan, Grenfell Thompson, London, the sum of \$10,000, the same to be placed to the credit of the Trustees for the purchase of books, and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to trust funds income.

Mr. Kirstein presented a letter addressed to him by Mrs. David A. Ellis, suggesting that the Trustees ask citizens to contribute children's books to the library; and it was

Voted, that the communication be acknowledged and Mrs. Ellis informed that the Trustees will be glad in the fall to take the matter under consideration.

On motion of Mr. Kirstein, it was

Voted, that the Librarian be authorized to open the Central Library building for public inspection on October 12, Columbus Day, as an experiment.

Voted, that the Librarian be authorized to contract for such labor and repairs as may be necessary during the summer months; and if necessary, to employ substitute and extra service in the case of employees absent without pay, and vacancies in the service, within the limit fixed by the salary schedule.

Voted, that until further action to the contrary, any two members of the Board be a committee with power to approve the lists of books and miscellaneous supplies submitted for purchase, and that the President, Vice President, or any member of the Board

June 16, 1921

be authorized to sign payrolls, and bills entering into the August 1st, September 1st, and October 1st requisitions, and special drafts included therein.

Voted, that the next regular meeting of the Corporation be on Friday, October 14, 1921, at 4 o'clock p.m.

Dissoled:

Walter Jean Deery
Clarke

Friday, October 14, 1921

October 14, 1921

A regular meeting of the Corporation was held in the Trustees' room at 4.30 o'clock p.m.

Present: Messrs. Connolly, Kirstein, Mann and Murray.

The President Dr. Mann in the chair.

The record of the meeting of June 16, 1921, was read and approved.

The report of the committee, authorized to act in behalf of the Board during the summer months, was received and read, as follows:

Report of summer
committee

"The committee authorized on June 16, 1921 to act in behalf of the Board during the summer months has consisted of Messrs. Carr, Kirstein and Mann; and reports that the following purchases were authorized: miscellaneous supplies for the Central Library and branches to the amount of \$16,113.55, for Bindery \$880.38, for Printing Department \$442.13, for Jeffries Point Reading Room \$1,218.40.

"That bills were allowed and paid as follows:

"July 1st requisition, chargeable to the general appropriation, amounting to \$339.01; August 1st requisition: general appropriation \$22,938, trust funds income \$560.88, and special appropriation for entertainment of the American Library Association \$493.46; September 1st requisition: general appropriation \$15,661.54, trust funds income \$882.93; and October 1st requisition:

October 14, 1921

general appropriation \$22,797.57, and trust funds income \$2,160.82.

(Signed) Alexander Mann
for the Committee

Report approved

Voted, that the report of the committee be accepted and the action approved and adopted.

Books, purchase
authorized

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file: books to the amount of \$550 chargeable to trust funds income.

Mayor's Circular:

unwilling to approve
transfers in budget
except in cases of
emergency

Circular No. 74 from the Mayor, calling attention to the fact that he is unwilling to approve transfers in appropriation items except in cases of real emergency, was read and ordered placed on file; and the Librarian was requested to prepare and submit to the Board a statement showing the present condition of the Library appropriation, and reasons for any unusual expenditures or possible deficits under the various items.

Brighton Branch:

Mayor asks for
discussion of
matter of release
of trustees rights
in present building

The Librarian presented a letter addressed to him by the Mayor under date of October 5, asking him to submit to the Trustees for discussion the matter of release by them of their rights in the Brighton Branch Library building and the grounds upon which it stands, in order that it may be torn down and a new municipal building erected there, in which Library quarters would be provided. After discussion, it was

Voted, that a committee be appointed, of whom the President shall be one, to investigate the matter and report further to the Board.

Sarah E. Pratt:

Administrator asks if
Trustees will now accept
payment of legacy;

A letter dated August 26 was received from Mr. William Minot, Administrator, asking whether the Trustees are now ready to accept payment of the legacy of \$500 under the will of Sarah E. Pratt, late of Boston; and in accordance with the advice of the Corporation Counsel, it was

Voted to accept same

Voted, to accept the legacy of \$500 given to the Boston Public Library for the benefit of the Dorchester Branch by the fourteenth clause of the will of Sarah E. Pratt, late of Boston, and also to accept such other sums, if any, as may be payable by reason of the twenty-fourth clause of said will.

October 14, 1921

Sarah E. Pratt

Legacy: petition
for instructions
as to disposition
of residue of estate

A letter dated October 11 was received from Messrs Rackmann, Sawyer and Brewster, enclosing a petition of William Minot, Administrator, for instructions as to the disposition of the net residue of the estate of Sarah E. Pratt, to be filed with the Probate Court, and also proposed form of answer by the various charities interested, of which the Library is one; and it was

Voted, that the petition be approved, and the President authorized on behalf of the Board to sign the answer.

A citation in the matter of proving the will of Johanna Pauline Scheukel in which the Library has an interest, was read and ordered placed on file.

Johanna P. Scheukel
Library's interest
in will of

A letter dated September 29 was received from the Finance Commission enclosing report of Mr. Frank M. Bernard of his investigation on the Library Bindery, and asking for an expression of opinion from the Trustees regarding the conclusions and recommendations contained therein. And it was

Finance Commission
present report on
investigation of
Bindery: referred
to committee

Voted: that the President appoint a committee to deal with the whole subject matter in conference with the Librarian and the Chief of the Bindery Department.

The President appointed Father Connolly and Mr. Kirstein such committee.

A letter was received from the Finance Commission under date of September 19, asking for certain data to be used in the preparation of a pension bill for city and county employees for presentation to the Legislature of 1922; and the Librarian reported that the material is being prepared in accordance with the request.

Finance Commission
request data to be
used in drafting a
pension bill

A request from Mr. J. R. Gorthall on behalf of the Directors of the Blue Hill Evangelical Society for increase in the rent of the premises occupied by the Phillips Brooks Memorial Reading Room, was read and considered; and it was

Phillips Brooks Mem.
R. R. increase in
rent.

Voted: that the rent of the premises occupied by the Phillips Brooks Memorial Reading Room be at the rate of twenty-two and $\frac{50}{100}$ dollars (\$22.50) per month beginning February 1, 1922.

A letter from the City Auditor announcing a Final Decree of the Superior Court in Equity in the settlement of

October 14, 1921

George Baker Long

Settlement of claims

against

Henry E. Hagan as

to establishment of

branch at Fenwick Hill

referred to committee

of claims against the contract of George Baker Long for the Addition to the Central Library Building, was read and ordered placed on file; and the Librarian was requested to report at the next meeting whether there is any balance remaining of this special appropriation.

Letters were received from Mr. Henry E. Hagan, a member of the City Council, regarding the possibility of establishing a branch of the Library in the Fenwick Hill district of Dorchester, Ward 11, and suggesting as a possible location a building at the junction of Pleasant and Pond Streets recently turned over to the Park Department; after consideration it was

Voted: that Father Connolly and Judge Murray be a committee to examine the matter and report to the Board their judgment regarding the desirability of this particular location, the condition of the building named, etc.

A letter dated October 7 was received from the President of the New England Anti-Vivisection Society protesting against the use of the Lecture Hall of the Library for a lecture by Dr. Ernest Harold Baynes entitled "The Truth about Vivisection". After consideration, it was

Voted: that the Librarian be directed to inform the President of the Society that the matter was laid before the Trustees and considered; and that the Society be invited to select some speaker, subject to the approval of the Librarian, who shall set forth the views entertained by the members of the New England Anti-Vivisection Society, at some date mutually agreeable.

A letter from Mr. Vincent Brogna forwarded by His Honor the Mayor, requesting that the North End Branch Library be re-named the "Dante Public Library", was read; and the Librarian was requested to inform Mr. Brogna that the matter was brought to the attention of the Trustees, and that in view of their long established policy of naming branches in accordance with their geographical location, they deem it inexpedient to comply with his request.

A letter was received from Mrs. Louis Federleicht of Baltimore, protesting against the Sargent painting of the "Synagogue"; and the Librarian was directed to send to Mrs. Federleicht a copy of the communication of the Corporation Counsel sent to Rabbi

October 14, 1921

Leo Franklin, President of the Central Conference of American Rabbis, which explains fully the conditions under which the Sargent paintings were placed on the walls of the Library, which the Trustees have no power to change.

A letter from the President of the American Numismatic Association thanking the Trustees for their generous cooperation in allowing the use of the Lecture Hall for the annual convention of the Association in August, was read and ordered placed on file.

The Librarian presented a letter addressed to him by the President of the Women's City Club asking if the Trustees would cooperate with the Club in arranging a public meeting in the Library Court on Armistice Day, November 11; and after consideration, the Librarian was directed to reply that the Trustees regret their inability to cooperate in the proposed plan.

The following resolution was adopted and ordered spread upon the record:

"Lindsay Swift, an employee of the Public Library of the City of Boston for forty-three years three months and fifteen days, died suddenly in Cambridge on September 14, 1921.

Mr. Swift entered the service of the Library in the Catalogue Department on May 27, 1878. On February 7, 1896 he became Editor of Library Publications, which position he held at the time of his death.

Under his direction and through his fine library taste and judgment the publications of the Boston Public Library achieved an enviable position in the library world. Always a gentleman, combining the outlook and taste of a scholar with a keen sense of humor, sympathy and candor outspoken, he endeared himself to his associates. The Board of Trustees gratefully place upon record their appreciation of his long, faithful and efficient service."

American Numismatic Assn. express thanks for use of lecture hall

Women's City Club ask to arrange a public meeting in Library Court in cooperation with Library

Lindsay Swift Resolution on death of

N. E. Anti-Vivisection

Society protests

lecture by Ernest

Harold Baynes:

Society invited to

select a speaker to

set forth views on

subject

Mr. Vincent Brogna

requests renaming of

North End Branch

the "Dante Public Library"

not granted

"Synagogue" protest

October 14, 1921

Librarian's report

Grade increases:

Edith J. Daly

Alice F. Smithers

Anna R. Dolan

Palmira Piccolo

transfer to Registrar
from Dept.

Anna M. Hooley

services discontinued

Theodosia E. Macurdy

leave of absence

Jeffries Point R.R.

opened to public

Bills approved and

orders paid

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered: that the following grade increases in pay take effect October 14: Jane Department, Edith J. Daly and Alice F. Smithers, Ten dollars (\$10) to Eleven dollars (\$11) per week, each; Anna R. Dolan, Eleven dollars (\$11) to Twelve dollars (\$12) per week.

Ordered: that Palmira Piccolo be transferred from Data Hall to the Registration Department, with increase in pay from Fifteen dollars (\$15) to Sixteen dollars (\$16) per week.

The Librarian ^{reported} that on September 29 he suspended Anna M. Hooley of the Data Department on account of unsatisfactory service; and his action was approved.

On recommendation of the Librarian, it was

Voted: that Theodosia E. Macurdy, Chief of the Ordering Department, be allowed an absence of twenty days without loss of pay to offset time taken on account of illness; and that she also be allowed an additional forty-five minutes lunch hour each day until January 1st next; on account of illness and in part compensation for long and faithful service.

The Librarian reported that the new Reading Room at Jeffries Point will be opened for public use on Saturday, October 15, 1921, at 4 30 o'clock p.m.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid; and the President or Vice President authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to Nineteen thousand two hundred and fifty-eight and $\frac{60}{100}$ dollars (\$19,258.60); to trust funds income Two hundred and seventy-five and $\frac{12}{100}$ dollars (\$275.12) and to the special appropriation for Jeffries Point Reading Room, Three hundred and thirteen and $\frac{50}{100}$ dollars (\$313.50).

Dissolved:

Delia Jean Deery
Clerk.

Friday, October 28, 1921

October 28, 1921

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Barr, Connolly, Kerstein and Murray.

The Vice President Mr. Barr in the chair.

The record of the meeting of October 14, 1921 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file, books, to the amount of \$565.50 chargeable to trust funds income; also miscellaneous supplies for the Central Library and branches, \$132.86, for Bindery \$113.00, for Printing Department \$393.40 and for Jeffries Point Reading Room, \$111.39.

The following communication from the City Council was read and ordered placed on file:

"City of Boston

"In City Council,

"October 17, 1921

"Ordered: That His Honor the Mayor be and he hereby "is authorized and empowered, in the name and behalf of the "City, and upon the payment of the sum of One dollar (\$1.00), "to sell and convey to the West Roxbury Post No. 167 of the "American Legion Department of Massachusetts, the building "now occupied by the West Roxbury Branch Library, and located "on Centre Street, near Mt. Vernon Street, in the West Roxbury District, "reserving to the City the right to occupy said building free "of rent for a branch library or for any other municipal purpose "until it ceases to be occupied as a branch library and with "the understanding and agreement that said Post will at its cost "and expense remove said building to another location within "thirty days after said building ceases to be occupied as a "branch library.

"Passed. Approved by the Mayor October 19, 1921.

"Attest: (signed) W. J. Doyle,

Asst. City Clerk."

Books and Supplies

purchase

authorized

West Roxbury Branch

building now

occupied by, sold

to American Legion

October 28, 1921	The Librarian's report was read by him.
Employees	On recommendation of the Librarian it was
Catherine E. Brown	Ordered; that the following persons be employed in the
Warren B. Gould	regular service, October 28: Catherine E. Brown, Issue Department, Ten
Arthur Seena	dollars (\$10) per week; Warren B. Gould and Arthur Seena, Special Li-
Mary M. McDonough	braries, Twelve dollars (\$12) per week, each; Mary M. McDonough,
	Ordering Department, Twelve dollars (\$12) per week,
Beatrice T. Laberge,	Ordered; that Beatrice T. Laberge be transferred from the North
transfer	End Branch to the Hyde Park Branch, without change in pay, the transfer to
	date from September 19, 1921.
Helou L. Morrissey	Ordered; that Helou L. Morrissey be re-employed in the
re-employed	regular service as assistant at the North End Branch at Twenty-
	dollars (\$20) per week, to date from October 14, 1921.
Josephine E. Tenney	On recommendation of the Librarian, Josephine E. Tenney,
leave of absence	Librarian of the North End Branch was granted a leave of absence of
	one year without pay, dating from September 1, 1921; and
	Ordered: that Mary J. Curley be temporarily appointed
	acting Librarian of the North End Branch at Twenty-eight dollars
	(\$28) per week, beginning October 28, 1921.
	On recommendation of the Librarian, it was
Mary H. Rollins	Ordered: that Mary H. Rollins of the Catalogue De-
temporary increase	partment be granted a temporary increase in pay from Thirty-two and
in pay	$\frac{50}{100}$ (\$32.50) to Forty dollars (\$40) per week, while carrying on the work
	formerly done by the late Lindsay Swift.
Burditt & Williams	A letter was received from the City Auditor announcing
execution of	an execution of court amounting to Six hundred and twenty-six and
court	$\frac{78}{100}$ dollars (\$626.78) payable to Burditt & Williams for materials furnished
	on the contract for the Addition to the Central Library building, and
	chargeable to the Special appropriation for the same; and the Librarian
	reported that there is an available balance under this appropriation
	of Twenty-four hundred and sixteen and $\frac{34}{100}$ dollars (\$2416.34) which
	he will at a later date recommend to be spent for additional work
	on the roof of the building.
Elevator, proposals	The Librarian reported that on August 24, 1921
for installation of	proposals for the installation and completion of a new electric passenger
	elevator at the Central Library building were publicly opened and

read by him, as follows: from the J. S. Payne Company, Fifty-six	October 28, 1921
hundred and twenty-four dollars (\$5624), and from the Otis Elevator	Elevator, proposals
Company Fifty-eight hundred and twenty-two dollars (\$5822); that	for: F. S. Payne
under approval of Mr. Carr and Mr. Kirstein the proposal of the	Company accepted
Payne Company was accepted; and that on August 24, the President	
executed a contract with them for the work, to be completed within three	
months from the date of the contract.	
The Librarian reported that in accordance with the vote of	Opening of Central
June 16, he opened the Central Library on October 12, Columbus Day	Library on
from 12 o'clock noon to 6 o'clock p.m., for public inspection, with satis-	holidays
factory results; and after consideration, it was	
Voted, that the Central Library be open under similar	
conditions on all holidays except Christmas and Thanksgiving, until otherwise	
ordered by the Board.	
In accordance with the request of the Board the Librarian	Statement of
submitted a detailed statement of the present condition of the appropriations,	condition of
together with a report on book purchases and on special repairs at	budget
the branches.	
The Librarian presented a letter addressed to him by Mr.	West Roxbury Branch
John Hamilton, Secretary of the Library Committee of the West Roxbury	proposition for
Citizens' Association submitting for the consideration of the Trustees the	naming hall in
proposition of naming the hall in the new West Roxbury Branch Library	new building: no
building the "Francis Q. Morse Hall"; and after careful consideration,	favorable action
the Librarian was directed to inform Mr. Hamilton that the Trustees	
deem it inexpedient to act favorably on his proposition.	
On his recommendation the Librarian was authorized to	Deposit of books
send deposits of books to the Mt. Hope Home for Children at Forest	
Hills, and to the Home for Aged Women, 108 Reser Street, under the	
usual conditions.	
The Librarian's schedule of Sunday service at branches	Sunday service at
and reading rooms for the period, November to April inclusive, was	branches
approved and adopted.	
Special privilege cards were granted to John Bakelars, Barbara	Special privileges
Baker, Harriette B. Bell, Dorothy Dickford, Bernice V. Brown, Lucretia	
Mr. Bush, Dr. C. Macfie Campbell, Gertrude M. Carey, Casswell Woods	
Associates, Copley Amusement Company, Gram & Ferguson, Rev. James	

October 28, 1921

Special privileges

P. Dooling Damer, Hummel Company, Francis Shedd, Family Welfare Society, Lucy A. Fay, W. H. J. Fitzgerald Company, Henry B. Fuller, Rear Admiral Albert Gleaves, U. S. N., Hamilton Barber, Michel G. Hazen, Samuel Howe, William E. Huntington, Mary C. Hyde, Mary Kendall Hyde, Claude C. Leitch, Vilus McElister, Oliver McKee, Jr., Poppea Confectionery Company, Edwin W. Pakow, John M. Perkins, Arthur Perry Company, Margaret Person, Elizabeth P. Rice, Edmund J. Saxton, Philip H. Smith and Edgar J. P. Walker Associates, Beatrice C. Turner.

Bills, foreign
account
approved

The following bills payable by draft on funds on deposit in London having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid and the President or Vice President authorized to draw upon Messrs. Morgan, Grenfell & Company the necessary drafts therefor:

Bernard Quaritch, Ltd.	£ 851. 14. 6
Edward G. Allen & Son, Ltd.	11. 2. 8
Museum Book Store	3. 0. 0
C. M. Barnard	35. 1. 4
Harold Reeses	16. 16. 0
Wallace Goady	1. 10. 0
G. Van Oort F&B.	40. 75
Gilhofer & Henschburg	1322. 00
Gustave Legoux	98. 60
Librairie Bergman	1363. 46
Karl W. Hiersemann	# 19. 00
Siberia Liberman	4507. 69
Mathius Nijhoff	2694. 90

Voted, that the next regular meeting of the Corporation be on Thursday, November 10, 1921 at 4 o'clock p.m.

Dissolved:

ella Jan Deery
Clerk.

November 10, 1921

Thursday, November 10, 1921

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present, Messrs. Carr, Connolly, Kirslein, Mann and Murray.

The President Dr. Mann in the chair.

The record of the meeting of October 28, 1921 was read and approved.

Supplies: purchase
authorized

The Librarian's list of miscellaneous supplies recommended for purchase, was considered, and the item of \$625.75

November 10, 1921

for lumber was reduced to \$394.40, after which the list was approved as follows: for the Central Library and branches \$2794.80, for Binding \$155.59, for Printing Department \$67.66, and for Jeffries Point Reading Room \$116.00.

Circulars from the Mayor's Office, Nos. 77 to 82 were read and ordered placed on file, and the Librarian directed to comply with such requests contained therein as relate to the Library.

In accordance with the recommendation contained in Circular No. 82 relating to Armistice Day, it was

Voted, that because of the exceptional character of the day the Library be closed on Armistice Day, November 11, 1921.

Notice was received from the Street Laying Out Department of a hearing on a proposed re-arrangement of Copley Square, at City Hall, on Wednesday, November 16, at 11 o'clock a.m., and on request of the President, Mr. Carr and Mr. Kirslein expressed their intention to be present if possible.

The Examining Committee of the Library for 1921 was appointed as follows; and the President joined with the Committee as chairman as required by the Ordinance: Mr. Henry Abraham, Mr. Jeremiah E. Burke, Mr. John J. Dailey, Mrs. William H. Devine, Mr. William H. Downes, Mr. James E. Downey, Mr. Walter J. Downey, Mrs. David A. Ellis, Rev. Harold L. Hanson, Mrs. Charles J. Hill, Dr. Hubert J. Holland, Mr. William V. Kellan, Mrs. William A. Leahy, Mr. Thomas Leavitt, Mrs. Helen J. Longee, Mr. Joseph B. Macabee, Mr. Francis A. Morse, Mrs. Cassette Morse, Rev. Samuel H. Moulton, Rev. Charles E. Park, D. D., Mr. Cornelius A. Parker, Rev. W. Dennis Roberts, Professor Frank Vogel, Mr. Robert J. Ward, and Mrs. Robert Woods.

Father Connolly, for the committee to investigate the matter of release by the Trustees of their rights in the Brighton Branch Library building and grounds as suggested by His Honor the Mayor, reported that in the judgment of the committee the present building is admirably adapted for the purpose for which it was built and is now used, and that it would be inexpedient to tear it down and transfer the branch to quarters in a municipal building even in the same location. It was

Voted, that the report be approved as the unanimous report of the Board.

Mayor's Circulars

Armistice Day

Library closed

Street Laying Out

Department

hearing on a

proposed re-

arrangement of

Copley Square

Examining Committee

1921

Brighton Branch

release by Trustees

of rights in

building not

expedient.

November 10, 1921
 Louis Hill, matter
 of establishing
 reading room: report
 of committee

Father Connolly, for the committee on the matter of the establishment of a branch of the Library in a building at the junction of Pleasant and Pond Streets, Dorchester, as recommended by Mr. Henry E. Hagan, reported that the building is in very poor condition and the land surrounding it is to be used as a playground, and it is therefore entirely unsuited to the needs of a library; and it was

Vote: that it is the sense of the Board that the proposed site is not a proper location for a branch of the Library.

Bindery: report of
 investigation: committee
 needs expert assistance

Mr. Kirschen, for the committee to whom was referred the subject matter of the report of the Finance Commission's expert on the Library Bindery, reported progress; and stated that before making a final report it is desirable to have the assistance of an intelligent and disinterested binder; and the Librarian was requested to secure such assistance for the committee.

Librarian's report

The Librarian's report was read by him.

Leo T. Foley employed

On recommendation of the Librarian, it was

Ordered: that Leo T. Foley be employed in the regular service, Issue Department, at ten dollars (\$10) per week.

Grade increases:

Ordered: that the following grade increases in pay

Catherine P. Loughman

take effect November 18, 1921: Catherine P. Loughman, Allston Reading Room, sixteen dollars (\$16) to eighteen dollars (\$18) per week; Florence B. Darling, Fenwick Reading Room, thirteen dollars (\$13) to fifteen dollars (\$15) per week.

Florence B. Darling

Catherine Cleary, cleaner,
 allowed pay for
 absence

Ordered: that Catherine Cleary, a cleaner at the East Boston Branch be paid a sum of Three and $\frac{40}{100}$ dollars (3.40), her average weekly pay, for an absence of one week on account of illness.

Agnes C. Doyle

The Librarian reported that Miss Doyle of the Gale Hall Reference Department was absent during the summer on account of illness, and lost pay for two weeks; and on his recommendation, it was

absent on account

of illness: allowance

from Whitney Fund

Ordered: that Agnes C. Doyle be paid a sum of Sixty-two dollars (\$62) from the Alice Lincoln Whitney Fund, being the amount of salary lost on account of illness August 18 to September 1, 1921.

The Librarian presented a request from the landlord of the premises occupied by the Orient Heights Reading Room

for an increase in rent of fifteen dollars (\$15) a month; and he was authorized to offer an increase of Seven and $\frac{50}{100}$ dollars (\$7.50) a month, to take effect February 1, 1922.

A letter was received from the landlord of the premises occupied by the Allston Reading Room asking for an increase in rent and stating in detail the reasons for such request; and in consideration of the same, the Librarian was authorized to renew the lease of the premises for a period of one year from November 1, 1921 with increase in the rent from Twelve hundred dollars (\$1200) to fifteen hundred dollars (\$1500) a year beginning February 1, 1922.

The Librarian was authorized to purchase at a cost of Twenty dollars (\$20) One thousand copies of a Christmas list of books, with the imprint: "Published by the American Library Association, Distributed by the Boston Public Library," for free distribution at the Central Library and branches.

On his recommendation the Librarian was authorized to order for the Central Library one Elliott Service, consisting of daily photographs and messages and a display frame, for a trial period of three months, at a cost of Five dollars (\$5) a week.

Special privilege cards were granted to Sister Caroline, O. S. A., Laura E. Craig, J. O. Clark Engraving Company, Ray E. Gardner, Eugene P. Hogle, Horace Bairbridge, Kea-Lot Manufacturing Company, Donald Macomber, Penton Publishing Company, Robert H. Pfeiffer, Jessie C. Ring, Skinner, Sherman T. Esselen, Merrimac Chemical Company, Jannette Stephenson, Edwin Stodola, Burton J. Welton.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and orders paid, and the President or Vice President authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to Twenty thousand four hundred and eighty-six and $\frac{64}{100}$ dollars (\$20,486.64); to trust funds income Seven hundred and seventy-three and $\frac{32}{100}$ dollars (\$773.32); and to the special appropriation for Jeffries Point Reading Room Five hundred and seven and $\frac{25}{100}$ dollars (\$507.05).

Dissolved:

Hella Jean Deery, Clerk.

November 10, 1921
 Orient Heights R.R.
 increase in rent

Allston R. Room
 increase in rent

Christmas list of books
 purchase authorized

Elliott Service
 trial subscription

Special privileges

Bills, purchase
 authorized

November 25, 1921

Friday, November 25, 1921

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kirstein and Mann.

The President Dr. Mann in the chair.

The record of the meeting of November 10, 1921 was read and approved.

Supplies, purchase
authorized

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the central Library and branches to the amount of \$1874.44, for Bindery \$46.55, for Printing Department \$114.48 and for Jeffries Point Reading Room \$588.30. He was also authorized to purchase five tons of book paper for use in the Printing Department at a cost of \$950, to be killed and delivered as needed.

Circular from
Mayor's office

Circular No. 83 from the Mayor's office was read and ordered placed on file.

Elizabeth G. Barrows
Examining Com.
mittee

The President reported that the Examining Committee for 1921-22 met for organization on November 22, and on his recommendation Miss Elizabeth G. Barrows was appointed on the Committee in place of Mrs. Robert Woods who is unable to serve.

Copley Square, hearing
on re-arrangement

Mr. Carr reported that he attended the hearing at City Hall on the proposed re-arrangement of Copley Square on November 16, and that the proposed changes do not adversely affect the Library.

Bindery, report of
committee on
Fin. Com. investiga-
tion

Mr. Kirstein for the committee to whom was referred the communication of the Finance Commission of September 29 asking for an expression of opinion from the Trustees regarding the conclusions and recommendations contained in a report of an investigation of the Library Bindery, reported that after careful thought and study of the whole subject matter the committee is of the opinion that there is nothing to be gained by discontinuing the Bindery or any part of its work at this time. The committee recommends however, that a special appropriation be asked for in the next budget to provide certain new and improved machinery suggested in the Finance Commission report, in order to increase the efficiency of the present department.

On motion of Mr. Carr it was

November 25, 1921

Bindery, to be
continued as
at present

Voted, that the report of the Committee be accepted and approved; and that the Finance Commission be informed that it is the sense of the Board that with the addition of certain new and improved machinery to further the efficiency of the Bindery, the best interests of the City and the Library will be served by continuing the work as it is at present.

A letter was received from Mr. Henry E. Hagan dated November 22, in relation to his suggestion of a site for the establishment of a branch of the Library in the Savin Hill district of Dorchester which was considered unsuitable for such purpose because of the playground surrounding it; and expressing his continued interest in the subject and his intention of looking at other sections of the district with a view to finding a desirable location; and it was

Voted, that the letter be acknowledged and Mr. Hagan informed that the Trustees will be glad to hear from him further in this matter.

The Librarian reported that in order to provide against deficiencies under certain items in the budget schedule appropriations it will be necessary to ask for transfers from items where there is a surplus; and the President was authorized to present this request for transfers to His Honor the Mayor, together with the Librarian's explanation of the same.

The Librarian presented a statement outlining the chief accomplishments of the Library during the present year, which was approved and ordered transmitted to the Mayor in accordance with the request contained in his Circular No. 78.

A circular letter from the Finance Commission asking for a statement of certain expenditures and balances of the Library appropriation for the balance of the present fiscal year was received and read; and the President presented draft of a reply thereto which was approved and ordered sent to the Finance Commission.

The Librarian's report was read by him.

The Librarian presented a letter addressed to him by the landlord of the premises occupied by the Orient Heights Reading Room stating that the offer of Seven and $\frac{50}{100}$ dollars (\$7.50)

Savin Hill district
Reading room for

Budget deficiencies

Library's chief
accomplishments
during year.

Appropriation: present
condition

Librarian's report
Orient Heights R.R.
increase in rent

November 25, 1921
Orient Heights R. R. Room
increase in rent

a month increase in rent is not satisfactory, but that the will accept an increase of Ten dollars (\$10) a month beginning February 1, 1922, and the Librarian was authorized to renew the lease of these premises for a period of one year from February 1, 1922, with increase in rent from Sixty dollars (\$60) to Seventy dollars (\$70) a month.

Savin Hill district,
reading room for

The Librarian presented a letter addressed to him by Mr. H. M. Ransdell suggesting as a possible location for a branch of the Library in the Savin Hill district of Dorchester a certain block of stores on Dorchester Avenue near Greenmount Street; and the Librarian reported that the location is not a suitable one for the purpose suggested.

East Boston,
request for reading
room at Day
Square

A letter addressed to the Mayor by the Secretary of the Women's Ward One Improvement Association with reference to a proposed site for a reading room of the Library at Day Square, East Boston, and forwarded to the Trustees for their information, was read; and it was

Voted: that the Mayor be informed that the Trustees have no funds for the establishment of another reading room in East Boston.

Magnin & Walsh
wish to exhibit
model: not
granted

A letter was received from Magnin & Walsh, Architects, asking permission to exhibit at the Central Library a model of their recently designed National Shrine of the Immaculate Conception to be erected in Washington; and after consideration, it was

Voted: that inasmuch as the Massachusetts Institute of Technology has requested the exhibition of this model in one of their buildings, it would be preferable to have it exhibited there.

Special privileges

Special privilege cards were granted to Mrs. D. Allen, Frances F. Bernard, C. P. Chase Company, Emily B. Thon, and William K. Wallace.

Bills, London account
allowed and
ordered paid

On recommendation of the Librarian, it was Voted: that there be allowed and paid to Messrs. Morgan, Grenfell & Company of London, the sum of Ten thousand dollars (\$10,000), the same to be placed to the credit of the Trustees for the purchase of books; and that the President or Vice President sign a request on the City Auditor for a special draft in favor

of said payment, said amount to be charged to trust funds income.

November 25, 1921

Voted: that there be allowed and paid to A. C. Dunbar, Hyde Park, Massachusetts, the sum of Two hundred and ninety-five dollars (\$295), the same being for outside printing at the Hyde Park Branch as per agreement dated July 20, 1921; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment said amount to be charged to the appropriation for Library Department 1921-22.

Special draft for
printing at
Hyde Park Branch

Dissolved:

Hella Jean Deary
Clerk.

Friday, December 9, 1921

December 9, 1921

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p. m.

Present: Messrs. Carr, Connolly, Kirstein, Mann, and Murray.

The President Dr. Mann in the chair.

The record of the meeting of November 25, 1921 was read and approved.

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1587.55, for Binding \$11.76, for Printing Department \$63.65, and for Jeffries Print Reading Room \$15.21.

Supplies, purchase
authorized

Circular No. 84 from the Mayor's Office, in relation to the preparation of the estimates for the maintenance of the Library for the coming year, was read and ordered placed on file; and it was

Mayor's Circular

Voted: that a committee be appointed to confer with the Librarian in his preparation of the budget estimates for 1922-23. The President appointed Mr. Carr and Mr. Kirstein

Budget Committee

December 9, 1921

such committee.

Josiah H. Benton

final account of
executors of will.

A citation was received from the Probate Court of Suffolk County to appear at said Court on December 22, 1921 to show cause if any why the first and final account of the executors of the will of Josiah H. Benton, late of Boston, should not be allowed; and it was

Referred to Corporation
Counsel

Voted: that the matter be referred to the Corporation Counsel with the request that he represent the Trustees on the date named; and the President requested Mr. Barr to examine the said account previous to the date of the hearing, and make to the Corporation Counsel such criticism of the same as he may desire.

Finance Commission
in relation to
Binding report

A letter dated November 30 from the Boston Finance Commission acknowledging receipt of the vote of the Board in relation to the report on the Library Binding, was read and ordered placed on file.

J. H. Benton

Portrait

Librarian's report

The President reported progress in the matter of a portrait of the late Josiah H. Benton for the Library.

The Librarian's report was read by him.

On recommendation of the Librarian it was

Lena Meano

transfer

Mary McCreedy

grade increase

Ordered: that Lena Meano be transferred from the Issue Department to the Books Hall bench Desk, without change in pay.

Ordered: that Mary McCreedy of the Issue Department be allowed grade increase in pay from Eleven dollars (\$11) to Twelve dollars (\$12) per week, December 9, 1921.

Katherine E. McEtrick

Temporary increase
in pay

Ordered: that Katherine E. McEtrick of the Uphams Corner Branch be allowed a temporary increase in pay from Twenty dollars (\$20) to Twenty-three dollars (\$23) per week, beginning December 9, 1921, while filling the place of the first assistant.

The Librarian reported certain cases of absence on account of illness, which were considered; and on his recommendation it was

Absence on account
of illness

Thomas J. O'Neil

Isabel E. Wetherald

Florence F. Richards

Ordered: that Thomas J. O'Neil, janitor of the Brighton Branch be granted a leave of absence of eight weeks without loss of pay, dating from November 25; Isabel E. Wetherald, Librarian of the Mt. Bowdoin Reading Room a leave of absence of twelve weeks without loss of pay, dating from October 28; and Florence F. Richards of the Shelf Department a leave of absence of three weeks without

December 9, 1921

Whitney Fund for
Florence F. RichardsAllston Reading
Room, renewal
of lease

loss of pay, and in addition, an allowance of Fifty dollars (\$50) from the Alice Lincoln Whitney Fund: all because of illness and in part compensation for long and faithful service.

The Librarian was authorized to renew the lease of the premises occupied by the Allston Reading Room for a term of two years with option of renewal for a further term of one year, at a rental of Fifteen hundred (\$1500), a year to date from February 1, 1922.

The Librarian reported that there is now on exhibition in the Library a collection of pictures, autographs, letters and notes from heroes and celebrities in the late war, about three hundred and eighty contributors, collected to be sold for the benefit of the fatherless children of France. It has been suggested that the Library would be a most appropriate place for the permanent deposit of this collection provided funds could be secured for its purchase. It was

Book of autographs,
etc. for fatherless
children of France,
desirable for
permanent
deposit

Voted: that the Trustees appreciate the importance of this unique collection, and are in hearty sympathy with any efforts that may be made towards securing it for the Boston Public Library.

Special privilege cards were granted to Leila R. Albright, Boston Woven Hose & Rubber Company, Kinsley A. Burdham, Elizabeth Donnan, Urban J. Holmes, Jr., Elizabeth E. Hoyt, André Moriz, Muriel Striebert, Rosena L. Strickwell, and Margaret J. Wheeler, and to members of the Examining Committee.

Special privileges

Voted: that the President, Vice President, or any member of the Board be authorized to sign the bills entering into the January 1, 1922 requisition.

Any member of Board
to sign bills

Dissolved:

Vella Jan Deery
Clerk.

December 23, 1921

Friday, December 23, 1921.

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kinsden and Mann.

The President, Dr. Mann in the chair.

The record of the meeting of December 9, 1921 was read and approved.

Supplies: purchase
authorized

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$62.92, for Binkery \$38.17, for Printing Department \$5.15, and for Jeffries Point Reading Room \$4.53.

Benton J. H.

final account of
executors of will

A communication was received from the Law Department dated December 13 together with a report from Mr. Carr, to the effect that the final account of the executors of the will of the late J. H. Benton is in order, and that the Trustees will be properly represented at the Probate Court on December 22 to assent to allowance of the same. Ordered placed on file.

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian it was

Rate increases in
pay:

Charles E. Locke

Mary A. Tenney

George S. Maynard

Mary E. Prim

Helen M. Ripley

Helen A. Cushing

Marian A. McCarthy

Ordered: that the following increases in pay take effect December 23, 1921: Charles E. Locke, Catalogue Department, Twenty-three dollars (\$23) to Twenty-five dollars (\$25) per week; Mary A. Tenney, Catalogue Department, Thirty-two dollars (\$32) to Thirty-two and $\frac{50}{100}$ dollars (\$32.50) per week; George S. Maynard, Special Libraries, Thirty dollars (\$30) to Thirty-three dollars (\$33) per week; Mary E. Prim, Information Office, Twenty-three dollars (\$23) to Twenty-five dollars (\$25) per week; Helen M. Ripley, Information Office, Twenty dollars (\$20) to Twenty-three dollars (\$23) per week; Helen A. Cushing, Ordering Department, Twenty-seven dollars (\$27) to Twenty-eight dollars (\$28) per week; and Marian A. McCarthy, Branch Department, Twenty-six dollars (\$26) to Twenty-eight dollars (\$28) per week.

Bills, allowed
and ordered
paid

The Librarian reported that bills entering into the January 1, 1922 requisition chargeable to the general appropriation amounting to Twenty-two thousand, three hundred and eighty-one and $\frac{45}{100}$ dollars (\$22,381.45), to trust funds income One thousand

December 23, 1921

seven hundred and thirty and $\frac{88}{100}$ dollars (\$1,730.88), and to Jeffries Point Reading Room special appropriation Two hundred and sixty-eight and $\frac{48}{100}$ dollars (\$268.48), were signed by the President on December 15; and this action was approved and confirmed.

The Librarian was authorized to send a deposit of books to the Beth Israel Hospital, Roxbury, under the usual conditions.

On recommendation of the Librarian it was

Ordered: that the Central Library and branches be closed on Sunday, December 25, 1921; that on December 26, the Central Library be open for inspection from 12 to 6 o'clock p.m. and the branches closed as on holidays; that on Sunday, January 1, 1922, the Central Library and branches be open for regular Sunday service, and on Monday, January 2, 1922 the Central Library be open from 12 to 10 o'clock p.m. for regular service, and the branches closed as on all holidays.

Special privilege cards were granted to Joseph E. Chandler, Elliott M. Grant, Mary E. Orr, Laurence R. Reynolds, William B. Wheelwright, The Architectural Forum, Boston Jewish American, and Young Judaea.

The President presented for consideration a letter addressed to him under date of December 15 by Mr. George Winthrop Lee, in relation to a proposed meeting on the general subject of "Information Resources of Greater Boston"; and it was

Voted: that the Trustees approve of the program suggested, and will cooperate in any library movement that will show to the business and professional men of Boston what the Public Library is able to do for them.

Dissolved:

Ellen Jean Deery
clerk.

Deposit of books

Library closed on
Sunday, Christmas
Day

Special privileges

George Winthrop Lee
proposed meeting
approved;
Information
Resources

January 6, 1922

Friday, January 6, 1922

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kerstein, Mann and Murray.

The President Dr. Mann in the chair.

The record of the meeting of December 23, 1921 was read and approved.

Books, music, and
supplies, purchase
approved

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file: books and music to the amount of \$568.80, chargeable to trust funds income; also miscellaneous supplies for the Central Library and branches \$1564.22, for Bindery \$94.63, for Printing Department \$16.20 and for Jeffries Point Reading Room \$302.68.

Budget committee
reports:
budget approved

Mr. Carr for the committee on the preparation of the budget, reported that after careful consideration of the Librarian's estimates, and the omission of certain items recommended by him amounting to \$31,850, the committee is of the opinion that a sum of \$823,426 will be needed for the maintenance of the Library during the coming fiscal year, distributed under the budget headings, as follows:

Personal service	\$578,602
Service other than personal	61,157
Equipment	138,422
Supplies	37,895
Materials	12,850

Letter to Mayor
with list of omitted
items

The committee submitted also draft of a letter to the Mayor to accompany the budget, and a list of the omitted items; and it was

Voted: that the report of the committee be accepted; and the budget and the draft of letter and list to accompany the same, approved and adopted, and transmitted to His Honor the Mayor.

Librarian's report

The Librarian's report was read by him.

Information Resources

The Librarian presented a program of the proposed meeting on the subject of "Information resources of Greater Boston" to be held in the Chamber of Commerce on February 2, 1922 at 2 o'clock p.m.

West Roxbury Branch
dedication of new
building

He presented also a letter from Mr. Francis A. Morse of the West Roxbury Citizens' Association in relation to the dedication of the new Library building on January 25, expressing the desire of the

January 6, 1922

Special privileges

committee that the Trustees attend the exercises.

Special privilege cards were granted to Christine S. Beck, John F. Casey, Myles E. Connolly, Emma A. J. Craig, Dipy Convent Division, Federal Reserve Bank, Luke Hay, Alfred C. Lane, and the Petroleum Heat and Power Company.

Dissolved.

Attest Jan 22
Clerk

Friday, January 20, 1922

January 20, 1922

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kerstein, Mann and Murray.

The President Dr. Mann in the chair.

The record of the meeting of January 6, 1922 was read and approved.

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$2010.03, for Bindery \$211.10, for Printing Department \$3.10, and for Jeffries Point Reading Room \$19.62.

Supplies: purchase
authorized

The President presented a letter from the Mayor in relation to the request of the Trustees for an appropriation for the purchase of a portrait of the late Josiah H. Benton for the Library, and suggesting that the matter be cared for by the inclusion in the budget for the coming year of an item covering the cost of the portrait; and after consideration, it was

J. H. Benton
Request for
appropriation for
portrait

Voted; that the budget for the coming year be re-considered, and an item of \$3500, the estimated cost of an oil portrait of the late Josiah H. Benton, President of the Board of Trustees, be added to the same.

The President presented a check from Mr. William Minot, Administrator, being payment of a bequest to the Library from Sarah E. Pratt, late of Boston, under the 14th clause of her

Sarah E. Pratt
bequest: check

January 20, 1922 will, as follows: "To the Boston Public Library for the benefit of the Dorchester Branch, \$500." And it was

Sarah E. Pratt bequest funded Voted: that the bequest be funded as the "Sarah E. Pratt Fund" and the income applied to the purchase of books for the Dorchester Branch, and

Voted: that the check be transmitted to the City Treasurer to be invested, and the income applied to the purchase of books for the Dorchester Branch under the "Sarah E. Pratt Fund."

Librarian's report The Librarian's report was read by him.

Catherine E. Flannery regular appointment On recommendation of the Librarian, it was Ordered: that Catherine E. Flannery be appointed Librarian of the Orient Heights Reading Room at \$25 per week, to take effect January 20, 1922.

Crake increases in pay. Ordered: that the following grade increases in pay take effect February 1, 1922: William F. A. Graham, Catalogue Department \$22 to \$24 per week; Anna M. Drannen, Issue Department, \$12 to \$14 per week; Lena Means, Sales Hall, \$14 to \$15 per week.

Anna M. Drannen

Tona Means

Employed: Ordered: that the following appointments to the regular service take effect February 1, 1922: Marguerite L. Stuart, assistant, North End Branch, \$14 per week; Helen L. Lambert, assistant, South End Branch, \$14 per week.

Marguerite L. Stuart

Helen L. Lambert

Mt. Bowdoin R. Room made a branch as a Branch starting from February 1, 1922: Isabel E. Wetherall, Librarian, \$27 to \$28 per week; Elizabeth M. Kernachan, first assistant, \$18 to \$21 per week; Leah Perlis, assistant, \$17 to \$18 per week; and

appointments and promotions

Rose Reed employed Ordered: that Rose Reed be employed in the regular service as assistant at the Mt. Bowdoin Branch, at \$14 per week, February 1, 1922.

Jeffries Point R. Room service for operation of Ordered: that the service schedule for the operation of the Jeffries Point Reading Room be as follows: Librarian \$25 per week maximum, Assistant, \$18 per week maximum, caretaker \$7 per week maximum, and extra service \$12 per week maximum; and the Librarian was authorized to employ for temporary service there the following persons, beginning February 1, 1922: Mathilde de Bernardi \$23 per week; Evelyn M. Oliver, \$14 per week.

The Librarian reported the serious illness of Miss

Goldstein of the Tyler Street Reading Room; and on his recommendation, it was

Voted: that Fanny Goldstein, Librarian of the Tyler Street Reading Room be granted a leave of absence of three months without loss of pay, dating from February 1, 1922, on account of illness and in part compensation for long and faithful service.

A letter dated January 17 was received from the American Red Cross, Metropolitan Chapter, asking permission during the period of their drives to have inserted in all books issued from the Central Library and branches a book-mark calling attention to the need of funds for carrying on the work for sick and disabled war veterans, and that an appropriate statement of this need be posted on the bulletin boards of the Library. After consideration, it was

Voted: that the request be granted.

The Librarian presented a letter addressed to him by Mr. Francis A. Morse, stating that on account of delays the new West Roxbury Library building cannot be dedicated on January 25 as planned. Ordered placed on file.

Special privilege cards were granted to Gertrude M. Brown, E. Harold Cummings, Frank J. Donahue, Walter C. McBarney, Frank H. Pilmer, Caroline E. Vase, and Newell C. Ujeth.

To provide against deficiencies under certain items in the budget schedules, the Librarian recommended transfers from items under which there is a surplus; and it was

Voted: that the Mayor be requested to authorize the transfers recommended.

A circular letter dated January 13 was received from the City Auditor, requesting that all bills and payrolls incurred up to January 31, 1922 inclusive, customarily charged to the appropriation for the new year, be charged to a "Special Account 1921-22"; and the Librarian was directed to comply with the request.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor: chargeable to the "Special

January 20, 1922.

Fanny Goldstein illness, leave of absence

American Red Cross book-mark to be inserted in all books.

West Roxbury Branch delay in dedication of new building.

Special privileges

Budget deficits

Bills to be charged to "Special Account 1921-22."

Bills allowed and ordered paid.

January 20, 1922

Account 1921-22, amounting to \$3,268.54, to the special appropriation for Jeffries Point Reading Room, \$1,387.34, and to trust funds income \$1,988.23; and

Bills, special draft
to City Treasurer

Voted: that there be allowed and paid to Frank S. Deland, City Treasurer, the sum of \$17,920.57, the same being for the payment of bills as per schedule dated January 31, 1922, and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Library Department, 1921-22.

Disseolved:

Sella Jan Deery
clerk.

February 3, 1922

Friday, February 3, 1922

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kirstein, Mann and Murray.

The President Dr. Mann in the chair.

The record of the meeting of January 20, 1922 was read and approved.

Supplies: purchase
authorized

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the central library and branches to the amount of \$3727.40.

J. H. Benton: request
for additional appropriation for portrait
of

A communication dated January 30 was received from the Mayor, suggesting that the request of the Trustees for an addition to the budget of \$3500 for a portrait of the late Josiah H. Benton, be brought before the Budget Commission when the budget is being considered.

Information Resources:
meeting

The President reported informally regarding a meeting held at the Chamber of Commerce on February 2 on the subject of "Information resources in Greater Boston"; and he was authorized to address a letter to the President of the Chamber of Commerce asking for a list of representative business men to whom an invitation to visit

February 3, 1922

Librarian's report

the Library might be sent.

The Librarian's report was read by him.

On recommendation of the Librarian it was

Ordered: that the following grade increases in pay take effect at the dates named: Elizabeth B. Boudreau, Orient Heights Reading Room, \$13 to \$15 per week, February 3; Harriet J. Kelliker, Issue Department, \$10 to \$11 per week, February 17; Leo T. Foley, same Department, \$10 to \$12 per week, February 17.

The report of the Examining Committee for 1921-1922 was received.

Voted: that that a committee of two be appointed to meet with the Librarian and consider matters of service for report and recommendation to the Board.

The President appointed Messrs. Kirstein and Murray such committee.

Voted: that there be allowed and paid to R. A. Nichols, Auditor, the sum of \$1500, the same being for meeting current expenses, under the order of the City Council approved March 31, 1898; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Library Department, 1922-1923.

Special privilege cards were granted to Donald Boye, Owen Boye, Irma F. Peeres, and Dwight C. Sturgis.

Disseolved:

Sella Jan Deery
clerk.

Friday, February 17, 1922

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kirstein, Mann and Murray.

The President Dr. Mann in the chair.

The record of the meeting of February 3, 1922 was read and approved.

February 17, 1922

Grade increases in pay:

Elizabeth B. Boudreau

Harriet J. Kelliker

Leo T. Foley

Examining Committee
report

Service Committee
appointed

Auditor, special draft
to

Special privileges

February 17, 1922

Supplies, purchase
authorizedBills, approved and
ordered paid

Mayor's circular

Librarian's report

Maud M. Morse
leave of absenceEthel E. Knowles
transferMarion R. Herzog
employedWilliam I. Hennessy
regarding establishment
of reading roomBoston Typographical
Union: wagesLibrary open on
February 22

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$1362.78, for Binding \$564.09, and for Printing Department \$976.99.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to \$6530.07, to the "Special Account" \$5327.04, to the Jeffries Joint Reading Room appropriation \$18, and to trust funds income \$1447.94.

Circular No. 85 from the Mayor's office was read and ordered placed on file.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered: that Maud M. Morse of the Branch Department be granted a leave of absence of four weeks without loss of pay: on account of illness and in part compensation for long and faithful service.

Ordered: that Ethel E. Knowles be transferred from the East Boston Branch to the Uphams Corner Branch without change in pay; and that Marion R. Herzog be employed in the regular service as assistant at the East Boston Branch at \$15 per week, February 17, 1922.

A letter dated February 3 was received from Mr. William I. Hennessy, requesting the Trustees to consider the establishment of a reading room of the Library in the vicinity of Olney and Bowdoin Streets, Dorchester; and the Librarian was directed to reply to the same to the effect that other districts of Dorchester, namely, Meeting House Hill and Savin Hill, are in greater need of library facilities than the suggested location.

A letter dated February 7 from the Boston Typographical Union regarding increase in wages of linotype operators, was referred to the Librarian for examination and report.

On recommendation of the Librarian, it was

Ordered: that the Central Library be open on February 22, 1922, from 12 o'clock noon to 10 p.m., for service.

The Librarian called attention to a proposed hearing on

February 17, 1922

Sargent's 'Synagogue'

Bill relative to
its removal:matter referred to
Corporation
Council

Special privileges

National Education
Association:President to serve
on General Committee;Trustees will
coöperate in every
way

Josephine E. Quinn

Committee of Board
to meet employees

House Bill No. 1131 relative to the removal from the Library of Sargent's picture "The Synagogue"; and after consideration, it was

Voted: that the Corporation Council be informed that this Bill has been brought to the attention of the Trustees; and that the subject matter has never been discussed by them on its merits, they having been informed by the Corporation Council on a previous occasion that they had no power whatever in the premises.

Special privilege cards were granted to J. J. McEann & Sons Company, Boston & Maine Railroad, Mechanical Department, Kase Foster Gorham, and Robert P. Walsh.

The President presented a letter ^{addressed} to him by Mr. James J. Storrow, Chairman of a General Committee representing educational and business interests of the community in connection with the proposed annual convention of the National Education Association to be held in Boston July 2 to 8, 1922, inviting him to serve on such committee, and on motion of Judge Murray, it was

Voted: that Mr. Storrow be informed that the Trustees have heard with interest of this proposed meeting, and will be glad to coöperate in every possible way in behalf of the success of the Convention.

Mr. Kirstein presented a letter addressed to him by the Mayor's Secretary in relation to the employment of Josephine E. Quinn, which was referred to the Librarian.

On motion of Judge Murray, it was

Voted: that until further notice, a committee of the Trustees representing the Board, will meet such employees as may wish to confer with the committee with reference to library matters, in the Trustees' room, on dates to be announced from time to time.

Dissolved:

Vella Jean Deery
Clerk.

March 3, 1922

Friday, March 3, 1922

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly and Murray.

The Vice-President Mr. Carr in the chair.

The record of the meeting of February 17, 1922 was read and approved.

Books and supplies purchase authorized
The Librarian was authorized to purchase according to lists submitted by him and to be placed on file: Books, chargeable to Trust funds income to the amount of \$334; also miscellaneous supplies for the Central Library and branches \$434.04, for Binding \$141.04, and for Printing Department \$35.70.

Librarian's report

Grade increases in pay

Ada Askeroff

Clara Brown

Olympia M. Bella

Amey M. Eaton

Ruth M. Hayes

Beatrice T. Tuberge

Marjorie McIntire

Dorothy A. McLaughlin

Dorothy T. Mountain

Helen S. Murphy

Annie Reis

Theodora B. Seoff

Virginia M. Tint

Timothy C. Harrington

Isabel Wetherald

absent

Beatrice M. Langgass

temporary librarian

Mary F. Curley

temporary increase

in pay

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered: that the following grade increases in pay take

effect March 3, 1922: Ada Askeroff, Warren Street Branch, \$17 to \$18 per week; Clara Brown, East Boston Branch, \$15 to \$17 per week; Olympia M. Bella, North End Branch, \$15 to \$17 per week; Amey M. Eaton, Roxbury Branch, \$15 to \$17 per week; Ruth M. Hayes, Tyler Street Reading Room, \$16 to \$18 per week; Beatrice T. Tuberge, Hyde Park Branch, \$14 to \$16 per week; Marjorie McIntire, West Roxbury Branch, \$16 to \$18 per week; Dorothy A. McLaughlin, Charlestown Branch, \$16 to \$18 per week; Dorothy T. Mountain, East Boston Branch, \$16 to \$18 per week; Helen S. Murphy, City Point Reading Room, \$15 to \$17 per week; Annie Reis, Codman Square Branch, \$16 to \$18 per week; Theodora B. Seoff, Tyler Street Reading Room, \$16 to \$18 per week; Virginia M. Tint, Dorchester Station Reading Room, \$15 to \$17 per week.

Ordered: that Timothy C. Harrington be employed under civil service rules as janitor at the Charlestown Branch, at \$29 per week.

The Librarian reported that Miss Wetherald, librarian of the Mt. Bowdoin Branch, is absent on account of illness, and it was

Ordered: that Beatrice M. Langgass, librarian of the Neponset Reading Room be temporarily appointed acting librarian of the Mt. Bowdoin Branch, at \$29 per week, beginning March 8, 1922.

Ordered: that Mary F. Curley, acting librarian of the North End Branch, be granted increase in pay from \$28 to \$29

March 3, 1922

Printing Department

increase in wages

requested by Typo-

graphical Union

Letter to Mayor

regarding same

Employees' Benefit

Association present

Resolution on sick

leave allowance

Parquet "Synagogue"

Substitute Bill

on matter of removal

Special privileges

per week, while serving in that position, beginning March 3, 1922.

The Librarian reported in part with reference to the request of the Boston Typographical Union referred to him on February 17; and presented draft of a letter to the Mayor asking if an addition to the budget of 1922-23 will be allowed to meet the requested increase in pay. On motion of Father Connolly, it was

Voted: that the letter drafted by the Librarian be approved and transmitted to His Honor the Mayor.

The Librarian presented for consideration at a later date a Resolution of the Boston Public Library Employees' Benefit Association requesting sick leave allowance for employees, and he was directed to obtain information as to the practice in other libraries, and other departments of the city.

A communication dated March 2, was received from Mr. Coleman Dilbert, enclosing draft of a substitute bill to be offered by him in place of House Bill No. 1131 relative to the Parquet painting "The Synagogue"; and the Librarian was directed to present the same to the Corporation Counsel for an opinion as to its constitutionality.

Special privilege cards were granted to Daniel J. Constock, Gertrude W. Curtis, Gertrude M. Larkin, National Non-Theatrical Motion Picture Bureau, Premier Leather Company, Helen Parker Smith, Mary Kate Smith, and C. Ralph Taylor.

Dissolved.

Hella Jean Deems

clerk.

Friday, March 17, 1922

March 17, 1922

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Carr, Connolly, Kirokin, Mann and Murray.

The President Dr. Mann in the chair.

The record of the meeting of March 3, 1922 was read and approved.

March 17, 1922

Supplies, purchase
authorized

Mayor's Circulars

Budgets must be
reducedBudget Committee
have power to
make reductionAmerican Academy of
Political & Social
Science; annual
meeting.Boston Commercial
and Industrial
Bureau: deposit
forIncome from
"Children's Fund"
paid to Rector
of Trinity Court

E. B. Mero: letter

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1682.37, for Binding \$127.33, and for Printing Department \$2508.32.

Circulars No. 1 and 2 from the Mayor's office were read and ordered placed on file.

The President reported that at a conference called by the Mayor in his circular No. 2 he requested all department heads to reduce their budgets for 1922-23 already submitted, and present amended figures; and after consideration it was

Voted: that the Budget Committee of the Trustees, Messrs. Carr and Kirstein, have power to make such reduction in the Library budget as in their judgment will least affect the efficiency of the service, and submit the amended budget to His Honor the Mayor.

A letter dated March 13 was received from the Mayor requesting the Trustees to appoint three members of the Board as delegates to the 26th annual meeting of the American Academy of Political and Social Science to be held at Philadelphia on May 12 and 13, 1922; and in response to this request the President named as delegates Father Connelly and Judge Murray.

A letter dated March 15 from Mr. Joseph Smith, Director of the Boston Commercial and Industrial Bureau, City Hall, asking for a deposit of books, was referred to the Librarian for examination and report.

A letter dated March 14 was received from the City Treasurer with reference to the balance of income in his hands to the credit of the Children's Fund; and it was

Voted: that the City Treasurer be requested to pay the balance of income in his hands at the end of the fiscal year January 31, 1922 amounting to \$4,159.44 on the "Children's Fund" given to the Library under the 11th clause of the will of Josiah H. Benton, to the Rector of Trinity Church in the City of Boston as required by the 12th clause of said will.

A letter dated March 14 was received from Mr. E. B. Mero, Secretary of the Boston Centennial Committee, proposing

March 17, 1922

100th anniversary
of incorporation of
Boston

that in connection with the official observance of the 100th anniversary of the incorporation of the City of Boston the Trustees please permanently in Bales Hall the names of one hundred eminent Bostonians; and after consideration, it was

Voted: that in the judgment of the Trustees it is inexpedient to grant the request.

A letter dated March 16 was received from Mr. Joseph P. Lyons, Assistant Corporation Counsel, enclosing a statement from Mr. Robert W. Hill, Trustee, with reference to a bequest to the Library under the will of Mary Elizabeth Stewart late of Boston, to the effect that the principal of the trust has greatly diminished and that all of the properties held by the same are subject to mortgage which are threatened with foreclosure, in which case the entire trust may be wiped out. Mr. Lyons expressed the opinion that if some settlement is not made the Library may not receive anything under the bequest, and recommended the acceptance of \$3500 in cash at the present time in settlement of the bequest of \$10,000. After due consideration, on motion of Judge Murray, it was

Voted: that the Trustees of the Public Library of the City of Boston accept \$3500 in full satisfaction of the bequest of \$10,000 contained in the second clause of the codicil of Mary Elizabeth Stewart, late of Boston, and upon payment of the said \$3500 the clerk, in the name and behalf of the Trustees, execute a release satisfactory in form to the Law Department of the City of Boston.

A letter dated March 13 was received from the Mayor's office enclosing a request from the Director of the Municipal Library at Tanja, Peru, for cooperation in the establishment of a public library, and a library was referred to the Librarian.

A letter dated March 6 was received from Mr. William C. Crawford asking the Trustees to approve a petition of Mrs. Frank V. Thompson for permission to build a garage on a lot of land adjoining the Juvenile Reading Room of the Library; and after consideration, it was

Voted: that the Board of Trustees lends its approval to the petition of Mrs. Frank V. Thompson for the construction

Mary Elizabeth Stewart
bequest of: principal
diminished: Law
Department recommends
settlement and
acceptance of
\$3500 in place
of \$10,000 original.
Approved.

Tanja, Peru, ask
help in establishment of
a library

Mrs. Frank V. Thompson
petition for a
garage
Approved.

March 17, 1922

of a three-car garage on the lot of land between her house and the Faneuil Reading Room of the Library, on the understanding that the building is to have no heat, no light, and no storage of gasoline.

Boston Chamber of
Commerce: meetings
of business men
Librarian's report

Letters from Mr. Everett Morse and Mr. James A. McKibben of the Boston Chamber of Commerce with reference to meetings of business men at the Library, were read and ordered placed on file.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered: that Helen Schubarth and Harriet Swift be appointed to the regular service in the Executive Department at \$25 per week, each, beginning March 17, 1922.

Ordered: that the following increases in the pay of Linotype operators requested by the Boston Typographical Union No. 13 to meet the minimum scale of wages in that trade and approved by His Honor the Mayor for addition to the budget, take effect March 17, 1922: George V. Aker and James Reay, \$39 to \$40.26 per week, each; Mary I. M. Boyle, \$35 to \$36.15 per week.

The Librarian presented with his approval the application of John F. Locke an assistant in the Shelf Department, for retirement from the service under the provisions of Chapter 113 of the Acts of 1911, as follows:-

"To the Trustees of the Public Library
of the City of Boston.

"Dear Sirs:-

"In accordance with the provisions of Chapter 113 of the Acts of 1911, I hereby make application to be retired from active service at one-half the rate of compensation now paid me.

"I am a veteran of the Civil War.
"I have been in the service of the Public Library Department as an assistant since December 10, 1894. My age is 78 years, and I am now unable to fully perform my duties.

(Signed) "John F. Locke."

After consideration, it was

Voted: that the President submit the application to the Mayor as follows:

"To the Mayor of the City of Boston.

"Sir:

"We submit herewith the application for retirement of John Francis Locke a veteran of the Civil War, who has been employed in the Public Library Department as an assistant since December 10, 1894. He has reached the

March 17, 1922

"age of 78 years and is now unable to fully perform his duties. We recommend his retirement to take from March 27, 1922: his present salary being \$400 per year."

The Trustees of the Public Library
of the City of Boston, by
(Signed) Alexander Mann,
President

"March 17, 1922."

On recommendation of the Librarian, it was

Ordered: that Ellen C. McShane be temporarily appointed acting librarian of the Neponset Reading Room at \$25 per week; in place of Beatrice M. Flanagan, temporarily at the Mt. Bowdoin Branch.

Ellen C. McShane
transferred to
Neponset R. Room

Special privilege cards were granted to Edward B. Brown Company, Joseph E. Chamberlain, Ernest W. Chapin, Proctor & Gamble Distributing Company, Reginald Simpson, W. S. Smelting, Refining & Mining Company, Frederick J. White, and Strickney & Poor Spice Company.

Special privileges

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to \$18,256.85; to the "Special Account 1921-22" \$2,348.12; and to trust funds income \$1,164.57.

Bills approved
and ordered
paid.

Dissolved:

Vella Jan Deen
Clerk.

Friday March 31, 1922

March 31, 1922

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Furstein and Mann.

The President Dr. Mann in the chair.

The record of the meeting of March 17, 1922 was read and approved.

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of

Supplies: purchase
approved

March 31, 1922

#130q.55, and for Bindery #395.22.

Mayor's Circulars

Circulars No. 3 and 5 from the Mayor's Office were read and referred to the Librarian; circular No. 4 requesting notice of service charges was laid on the table for consideration at a meeting of the full Board.

Sarah E. Pratt
bequest

A letter from Rackmann, Sawyer & Brewster in relation to payment of an allowance from the net residue of the estate of Sarah E. Pratt, was read and ordered placed on file.

Budget reductions

The President reported that he had forwarded to the Mayor in response to his request, a list of reductions in the Library budget estimates for 1922-23, amounting to \$72,161, together with a report of the committee of the Trustees on the preparation of the same.

Oil burning plant
not expedient to
change from coal
to oil: report of
committee.

Mr. Kirstein for the committee to investigate the subject of a change from coal to oil as a fuel for the Library submitted a report to the effect that the matter has been carefully considered in consultation with expert opinion from various sources, and that the committee is of the opinion that it is not expedient at this time to make a change from coal to oil equipment in the heating plant of the Library; and it was

Voted: that the report be accepted and adopted as the report of the Board, and a copy of the same sent to the Mayor in response to his inquiry in the matter.

A communication dated March 28 from the Harding Uniform and Regalia Company, was read and ordered placed on file.

At this point the President was obliged to leave the meeting, and the following action was taken by Messrs. Connolly and Kirstein, subject to confirmation by the Board at a later date.

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Grade increases in
pay: Grace K. Brady,
Cath. C. Kelly

Ordered: that the following grade increases in pay take effect at the dates named: Grace K. Brady, South Boston Branch, \$16 to \$18 per week, March 31; Catherine C. Kelly, Neponset Reading Room, \$15 to \$17 per week, April 7.

Alice E. Hanson
employed

Ordered: that Alice E. Hanson be employed in the regular service as assistant in the Ordering Department at \$21 per week, beginning March 31, 1922.

A letter dated March 30 signed by Emil L. Hoffman

March 31, 1922

Increases in pay

Emil L. Hoffman

George H. Easley

Catalogue Department

new position recommended

and George H. Easley, pressman in the Printing Department, asking for increase in pay to conform to rates paid in the Municipal Printing Plant, was referred to the Librarian for examination and report.

A letter from the Chief of the Catalogue Department recommending the creation of a new division in the personnel of his department was referred to the committee of the Trustees on service matters.

The Librarian was authorized to send a deposit of books to the Boston Commercial and Industrial Bureau at City Hall under the usual conditions; and to purchase therefor such duplicate copies as he considers necessary.

Deposit of books at
City Hall

A letter dated March 18 from Am. C. J. De Normandie, Chairman of the Finance Committee of the Fellows Athenaeum, in relation to the possibility of increasing the rent of the quarters in its building occupied by the Roxbury Branch of the Library, was read and referred to the Librarian for examination and report.

Fellows Athenaeum
Trustees ask for
increase in rent

Special privilege cards were granted to the National City Company, Lucy M. O'neal, the Sweetnut Butter Company, and John B. Willis.

Special privileges

Voted: that the next regular meeting of the Corporation be held on Thursday, April 13, 1922, at 4 o'clock p.m.

Dissolved:

Willa Jean Deery
clerk.

Thursday, April 13, 1922

April 13, 1922

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Kirstein, Mann, and Murray.

The President Dr. Mann in the chair.

The record of the meeting of March 31, 1922 was read and approved.

The action of Messrs. Connolly and Kirstein on March 31, 1922 as recorded, was approved and confirmed.

The Librarian was authorized to purchase according

April 13, 1922

Municipal Library

Buenos Aires, request
for gift of books

Communications from

Mayor wire oil as

fuel; Anniversary of

inauguration of Boston as

a city; Circulars;

Flying of flag; from

W. Rox. Cit. Assn in

re: dedication of new

bldg

Employees Benefit Assn.

request for sick leave

allowance

Request denied

Committee on Service

report on request for

increase in pay

to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$587.61, for Bindery \$1153.85, and for Printing Department \$24.42.

A letter dated March 9 from the Municipal Library at Buenos Aires forwarded by His Honor the Mayor, asking for books and other material for that Library, was read and referred to the Librarian.

The following communications were read and ordered placed on file: from the Mayor's Office, acknowledgment of the report of the Board with reference to the substitution of oil for coal as a fuel; invitation to attend exercises in commemoration of the 100th anniversary of the inauguration of Boston's first city government; and Circulars No. 6, 7, and 8; from the Director of Public Celebrations in regard to flying the flag of the City of Boston on holidays and special occasions; and from Mr. Francis R. Morse of the Library Committee of the West Roxbury Citizens' Association in reference to the dedication of the new West Roxbury Library building on April 17th.

Circular No. 4 from the Mayor's Office was taken from the table and ordered placed on file.

Mr. Kirstein for the committee on service matters, to whom was referred the request of the Employees' Benefit Association for a sick leave allowance of four weeks in addition to vacation allowance, reported informally that after due consideration of the subject matter and taking into account the fact that Library employees are allowed a vacation of four weeks while other city employees receive but two weeks; that the Trustees have always dealt justly and generously with cases of illness that have been called to their attention; and that they are glad to have all cases that are referred to the Benefit Association reported to them by the Librarian for such action as may be desirable; and it was

Voted: that pending further information in the matter, the request of the Employees' Benefit Association be denied.

Mr. Kirstein for the committee on service matters, reported informally on certain cases brought to the attention of the committee at several meetings, being requests for increases in salary; and on his motion, it was

Voted: that until the appropriation for the present

April 13, 1922

Librarian's report

Edward Schwartz

increase in pay

Edith Guernier to

carry forward unexpended

vacation allowance

Roxbury Branch

additional appropriation

for books in lieu of

rent

West Roxbury Branch

building accepted

Special privilege

cards

Bills approved and

ordered paid

May 1, 1922

Annual meeting

year has been fixed, as a practical matter, no final action on any request for a salary increase can be taken by the Board.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered: that Edward Schwartz, janitor of the West Roxbury Branch be allowed increase in pay from \$14 to \$29 per week, for full time work, beginning April 14, 1922.

On recommendation of the Librarian, Edith Guernier was authorized to carry over to 1922, unexpended vacation allowance of 1921 and 1921.

Ordered: that a sum not to exceed \$500 be appropriated for the purchase of books for the Roxbury Branch for the year 1922-23, in lieu of a present increase in the rent of the building occupied by the Branch which is paid to the Trustees of Lowell's Athenaeum and expended by them for the purchase of books and periodicals for the Branch.

A communication from the Superintendent of Public Buildings stating that he accepted the new West Roxbury Library building on March 31, 1922, was read and ordered placed on file.

Special privilege cards were granted to Jeanne E. Franconie and the United East Company.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President, Vice President or any member of the Board authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to \$13,795.44, to the "special account 1921-1922" \$143.60, and to trust funds income \$967.43.

Dissolved:

Della Jean Deery
Clerk.

Monday, May 1, 1922

Date for annual meeting of the Corporation. Postponed by order of the President to Friday, May 12, 1922.

Della Jean Deery
Clerk.

April 28, 1922

Friday, April 28, 1922.

Date for regular fortnightly meeting of the Corporation
at 4 o'clock p.m.

No quorum.

Della Jan Cleary
Clerk

May 12, 1922

Friday, May 12, 1922

The regular fortnightly meeting of the Corporation was held in
the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Mann and Murray.

The President Dr. Mann in the chair.

The record of the meeting of April 13, 1922 was read and
approved.

Purchases authorized

The action of Father Connolly in authorizing the purchase of
miscellaneous supplies recommended by the Librarian on April 28,
1922, as follows: for the Central Library and branches to the amount of
\$611.09, for Bindery \$184.¹⁰, and for Printing Department \$65.29, was
approved and confirmed.

The Librarian was authorized to purchase according to
a list submitted by him and to be placed on file, miscellaneous supplies
for the Central Library and branches \$1733.38, for Bindery \$281 and for
Printing Department \$27.25.

The following communication was read and ordered spread
upon the record:

City of Boston,
Office of the City Clerk
City Hall, April 24, 1922.

I hereby certify that

Rev. Arthur J. Connolly
having been duly appointed to be a Trustee
of the Boston Public Library, for the term ending
April 30, 1927, this day appeared and was
sworn as such officer.

Attest:

(Signed) W. J. Doyle
Asst. City Clerk.

Rev. A. J. Connolly
re-appointed a
Trustee

May 12, 1922

A communication dated May 9, was received from the
Director of Public Celebrations thanking the Trustees for their generous co-
operation in the observance of the 100th Anniversary of Boston's City
Government. Ordered placed on file.

Boston 100th Anniversary

A request from the Board of Election Commissioners dated May 2, for the use of the basement of the new West Roxbury
Library building as a polling place for State and City elections
during the current year; and a letter from Mr. Francis A. Morse
of the Library Committee of the West Roxbury Citizens' Association
protesting against such use of the building, were read and con-
sidered; and the Librarian was directed to reply to the
Election Commissioners that the matter was carefully considered
by the Trustees, and in view of the objections on the part of
residents of the community who were instrumental in securing this
new library building for West Roxbury, it is the sense of the Board
that the building should not be used for the purpose named.

Board of Election
Commissioners:

Request W. Rox. Branch
for polling place;
protest of W. Roxbury
Citizens; request
not granted

The Librarian's report was read by him.

Librarian's report

The following bills having been approved by the Librarian
and certified by the Auditor to be correct were allowed and ordered
paid, and the President or any member of the Board authorized to sign
the necessary requisitions therefor: chargeable to the general appropria-
tion amounting to \$15,530.94, to the "Special Account 1921-22" \$998.85,
and to trust funds income \$1365.31.

Bills allowed and
ordered paid

On recommendation of the Librarian it was

Grade increases in pay:

Ordered: that the following grade increases in pay
take effect May 12: Catherine Galvin, South End Branch, \$13
to \$15 per week; Jeannette M. Shutt, South Boston Branch, \$15 to
\$17 per week.

Catherine Galvin
Jeannette M. Shutt

Ordered: that the following persons be appointed
to the regular service May 12: Ruth M. Hayes, Children's Department,
\$12 a week; Mary J. Doherty, Branch Department, \$14 a week.

Appointed:
Ruth M. Hayes
Mary J. Doherty

Ordered: that the following increases in pay to conform
to rates paid in the Municipal Printing Department take effect May 12:
Emil L. Hoffman, \$37.50 to \$40 a week; George H. Farley, \$36.00 to
\$37.50 a week.

Trade Union increases:
Emil L. Hoffman
George H. Farley

A request for increase in pay was received from

May 12, 1922

John T. O'Brien

request for increase
in pay not
granted

John T. O'Brien of the Bindery, and it was

Voted: that the Board does not at the present time see its way to accede to the request of Mr. O'Brien owing to the small amount available this fiscal year for personal services and since other requests for increases in salary should be favorably considered at the same time as the request of Mr. O'Brien.

Anna R. Dolan

Patrick A. Kennedy

granted leave of
absence, and
allowance from
Whitney Fund

The Librarian reported the absence on account of illness of Anna R. Dolan of the Issue Department and Patrick A. Kennedy of the Junior Department; and on his recommendation it was

Voted: that Anna R. Dolan of the Issue Department be granted a leave of absence of one month with full pay dating from April 20; and an allowance of \$25 from the Alice Lincoln Whitney Fund; and that Patrick A. Kennedy of the Junior Department be granted a leave of absence from April 27 to May 11 with full pay and one month thereafter with half pay; and an allowance of \$25 from the Alice Lincoln Fund: on account of illness and in part compensation for long and faithful service.

On recommendation of the Librarian, it was

E. Carolyn Merrill

temporary custodian
music division:

Barbara Duncan, resigned

Ordered: that E. Carolyn Merrill of the Catalogue Department be temporarily appointed custodian of the music division of the Special Libraries at \$25 a week, May 22, 1922: in place of Barbara Duncan, resigned.

Periodicals, subscriptions
for

On his recommendation the Librarian was authorized to place the order for domestic periodicals for the Central Library and branches, including *Tellus Athenaeum*, for the year July 1, 1922 to June 30, 1923, with the J. W. Tason Company, at a total cost of \$4289.08.

Civil Service Division

to place employees
in Bindery under
Civil Service
classification.

The Librarian presented a letter addressed to him by the Division of Civil Service dated May 8, 1922, stating that the Commissioner is about to place the employees of the Bindery under Civil Service, and asking whether there is any objection to the same; and the Librarian was directed to reply that there is no objection on the part of the Trustees to such classification.

American Library

Association: invitation
to a Trustee to speak
at Annual Conference

The Librarian presented a letter addressed to him by Mr. Frank H. Pettingell, Chairman of the Trustees' Section of the American Library Association asking that a member of the Board of Trustees

speak at the annual meeting of the Association to be held at Detroit in June next; and it was

May 12, 1922

Voted: that the President be appointed to represent the Library at this meeting.

On recommendation of the Librarian it was

Voted: that the Employees' Benefit Association be permitted to use the Lecture Hall at the Central Library for a reunion and social entertainment in celebration of the Twentieth Anniversary of its organization, on the evening of May 25, 1922 under such restrictions as the Librarian may prescribe.

Employees' Benefit
Assn. permission to
use Lecture Hall

Special privilege cards were granted to the Babson Statistical Organization, Thomas H. Eckfeldt, John Hancock Life Insurance Company, Kimball & Piper, the Phillips Rubber Company, Marthe Cugny, the Radio Shop of Boston, the Isbell Company, and Jacob Wohl.

Special privileges

Dissolved:

Della Jean Deery
Clerk.

Friday, May 12, 1922.

May 12, 1922

The annual meeting of the Corporation was held in the Trustees' room at 5 o'clock p.m.

Annual meeting

Present: Messrs. Connolly, Mann and Murray.

The President Dr. Mann in the chair.

The record of the annual meeting of June 3, 1921 was read and approved.

The Corporation proceeded to the election of officers by viva voce vote as follows.

First vote for Clerk. Father Connolly voted for Della Jean Deery; Dr. Mann voted for Della Jean Deery; Judge Murray voted for Della Jean Deery, who was declared elected Clerk and qualified for office by taking and subscribing the following oath:

Della Jean Deery
elected Clerk

I, Della Jean Deery solemnly swear that I will well and faithfully perform all the duties incumbent upon me as Clerk of the Trustees of the Public Library of the City of Boston.

Della Jean Deery

May 12, 1922
Annual meeting

Supple B Subscribed and sworn to this twelfth day
of May A. D. 1922.

Before me

Frank C. Blaisdell

Notary Public.

Dr. Mann elected
President

First vote for President: Father Connolly voted for
Alexander Mann; Dr. Mann voted for Samuel Barr; Judge Murray voted
for Alexander Mann; and Alexander Mann was declared elected President.

Samuel Barr
elected V. President

First vote for Vice President: Father Connolly voted for
Michael J. Murray; Dr. Mann voted for Samuel Barr; Judge Murray
voted for Samuel Barr; and Samuel Barr was declared elected
Vice President.

There being no further business the meeting was dissolved.

Della Jean Davis

clerk.

Friday, May 26, 1922

May 26, 1922

The regular fortnightly meeting of the Corporation was held
in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Mann and Murray.

The President Dr. Mann in the chair.

The record of the meeting of May 12, 1922 was read and
approved.

Supplies authorized
for purchase

The Librarian was authorized to purchase according to
a list submitted by him and to be placed on file, miscellaneous
supplies for the Central Library and branches to the amount of \$1582.26,
and for the Bindery \$188.60.

Circulars from
Mayor's Office

Circulars No. 9, 10, and 11 from the Mayor's office were
read and ordered placed on file.

Art Commission:

request list of
names for appointment

A communication dated May 15 was received from the
Mayor informing the Trustees of the resignation of Mr. William O. Kellen
nominated by the Board for appointment to the Art Commission, and
requesting a list of three persons from which he may select a successor
to Mr. Kellen; and after consideration, it was

List of names for
appointment

Voted: that the Trustees nominate for appointment to the
Art Commission under Chapter 410 of the Acts of 1896, the following:

Mr. J. Harleston Parker, Mr. Ralph Adams Cram, Mr. John D. Spaulding.

May 26, 1922

On recommendation of the Librarian it was

Voted: that until otherwise ordered the Library be closed
all day on July 4th.

July 4: Library
closed

The President presented draft of the annual report
for the year 1921-22 which was approved and adopted as the report
of the Board, and ordered transmitted to His Honor the Mayor
with the report of the Examining Committee as required by the
ordinance.

Trustees' annual report
adopted and
ordered printed.

The Librarian presented his annual report for
the year 1921-22 which was accepted and approved and ordered
printed with the report of the Trustees and the Examining Committee.

Librarian's annual
accepted and adopted

The Librarian's report was read by him.

Librarian's

On recommendation of the Librarian, it was

Ordered: that Ruth von Schoppe of the Issue Department
be allowed grade increase in pay from \$17 to \$18 per week,
May 26.

Ruth von Schoppe
grade increase in
pay

Ordered: that Alice M. Korman be transferred from the
Issue Department to the Parker Hill Reading with increase in pay
from \$16 to \$18 per week; at a date to be fixed by the Librarian; in place
of Gertrude J. Griffin resigned.

Alice M. Korman
transfer to Parker
Hill: Gertrude Griffin
resigned

Ordered: that Julia H. Barry be employed in the
regular service as assistant at the Uphams Corner Branch at \$14
a week, May 26; in place of Adeline Paramino resigned.

Julia H. Barry
employed

Ordered: that Catherine J. Collins be employed in the
regular service of the Bindery as of May 15, 1922 at her present
pay of \$20.24 a week.

Catherine J. Collins
employed

On recommendation of the Librarian, Alice M. Jordan
of the Children's Department was granted an additional vacation
allowance of eight weeks with half pay; and Mary A. Reynolds
of the Issue Department an additional vacation allowance of
two weeks with full pay: to offset time taken on account of illness,
and in part compensation for long and faithful service.

Alice M. Jordan
Mary A. Reynolds
additional vacation
allowance.

A request from William C. Myers, jr. of the Ordering
Department for a leave of absence of two months without pay, was
granted.

William C. Myers, Jr.
leave of absence

May 26, 1922

Branches: schedule of

Summer hours

approved.

Special privilege cards

The Librarian's schedule of summer hours at the branches and reading rooms was approved and adopted.

Special privilege cards were granted to George E. Macdlinin, the National Sportsman Magazine, Steele Company, and the U. S. Shoe Machinery Company Factory.

Voted: that the President or any member of the Corporation be authorized to sign bills entering into the July 1st requisition.

Voted: that the next regular meeting of the Corporation be on Friday, June 23, 1922 at 4 o'clock p.m.

Dissolved: Belle Jean O'Leary
Clerk.

June 23, 1922

Friday, June 23, 1922

The regular fortnightly meeting of the Corporation was held in the Trustees room at 4 o'clock p.m.

Present: Messrs. Connolly, Kirstein and Mann.

The President Dr. Mann in the chair.

The record of the meeting of May 26, 1922 was read and approved.

The President presented the following Resolution on the death of Mr. Samuel Carr, Vice President of the Board, which was approved and adopted:

"By the death of Mr. Samuel Carr, May 29, 1922, the Board of Trustees of the Public Library of the City of Boston has lost its oldest member. Mr. Carr was appointed a Trustee June 24, 1895, to fill out the unexpired term of Mr. S. A. B. Abbott who had resigned. He served until April 30, 1896, and in June of that year the Trustees placed upon record the following resolution:

"As Mr. Samuel Carr has ceased to be a Trustee of the Public Library by reason of the expiration of his term of office, his associates on the Board desire to express and record their appreciation of his valuable services. It is therefore

"Resolved, that Mr. Carr by his faithful and successful discharge of his official duties, is entitled to the gratitude of the citizens and the friends of the Library.

"Always manifesting deep interest in his trust, he was constant in attending our meetings and ready at all times to perform his share of the work.

June 23, 1922

Resolution on

death of

Samuel Carr

So the many important matters specially referred to his consideration he gave faithful attention, exhibiting therein excellent judgment and great executive ability.

"His thorough knowledge of business principles and methods enabled him to render valuable assistance to the Board, and made his work useful and beneficial.

"Resolved, that the Trustees gratefully accord to him the freedom of the almones, with the customary privileges."

"Mr. Carr was again appointed a Trustee of the Library May 1, 1908, and served continuously from that date to the time of his death. In February, 1917, he was elected Vice President, which office he continued to hold through the remainder of his career. His term of service therefore extended over twenty-seven years, almost the lifetime of a generation.

"The City which can command a service like this of a man, prominent in the financial and business world, burdened with many responsibilities, who gladly gave to the work of the Library the benefit of his business ability and wise judgment, may indeed count itself fortunate. So his fellow Trustees the death of Mr. Carr means not only a loss to the City, but a personal sorrow.

"Always courteous and considerate, singularly modest and self-effacing, it is not too much to say that Mr. Carr through his long term of service endeared himself to every member of the Board. With all his gentleness of manner and speech there was also a quiet courage in standing always for what he felt to be the highest interests of the Library. He has left to the City which he loved a fine example of unselfish and efficient service and to his friends of the Library Board a happy memory which they will ever cherish.

"Resolved, that this minute be placed upon our records, and that a copy be sent to Mrs. Carr and also to the press."

A letter dated June 3 was received from Mrs. Carr thanking the Trustees for the wreath sent to the funeral services; and for the tribute to Mr. Carr in closing the Library at that hour.

It was

Mrs. Carr, thanks
for wreath
Library closed during
funeral

June 23, 1922.

Election of V. Pres. postponed until the next full meeting of the Board.

Purchases authorized

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1333.07, for Binding \$16 and for Printing Department \$18.

John Harleston Parker appointed on Art Commission

A letter dated June 1 was received from the Mayor, informing the Trustees that in accordance with their recommendation he had appointed Mr. John Harleston Parker to the vacancy on the Art Commission.

John J. O'Brien: letter from Mayor in regard to pay

A letter dated May 25 was received from the Mayor, asking the Trustees to reconsider their action of May 12 on the request of John J. O'Brien of the Bindery for increase in pay; and the President submitted draft of a statement in reply thereto which was approved and adopted.

Mt. Hope. petition from citizens for establishment of branch: co-operation with School Committee, Committee appointed

Letters dated May 27 and 31 were received from the Mayor, enclosing a petition from citizens of Mt. Hope for the establishment of a branch of the Library in that district; and suggesting cooperation with the School Committee with reference to an extended use of school buildings for library purposes; and after consideration, it was

Voted: that either Connolly and Mr. Kirshein be a committee to confer with the School Committee relative to the measures suggested, and report to the Board in the fall; and that the Mayor be informed of this action.

Election Commissioners, Francis A. Morse: in relation to use of W. Rox. Branch for voting purposes; permission granted for one year under certain conditions

Letters from the Board of Election Commissioners dated June 15, and from Mr. Francis A. Morse dated June 19 in relation to the use of the lecture hall of the West Roxbury Branch Library as a voting place, were read and considered, after which it was

Voted, that the Board of Election Commissioners be granted the privilege of using the lecture hall of the West Roxbury Branch Library building for voting purposes for the period of one year from date; all arrangements for the same to meet the approval of the Librarian and the Supervisor of Branches; and further, that the storage, between elections, of the furniture used by the Commissioners be permitted only if in the judgment of the Librarian such storage will cause no inconvenience in the proper use of any of the Library rooms.

Librarian's report

The Librarian's report was read by him.

Voted: that the election of a Vice President be postponed

June 23, 1922

Purchase of supplies authorized

He reported that on June 15, 1922, Judge Murray authorized the purchase of miscellaneous supplies for the Central Library and branches to the amount of \$10,709.50, for Bindery \$20.04 and for Printing Department \$101.48; and signed bills in the July 13th requisition chargeable to the general appropriation amounting to \$27,146.19, to the "Special account 1921-22" \$251.49, and to trust funds income \$897.96; and such action was approved and confirmed.

On recommendation of the Librarian it was

Ordered: that the following persons be employed in the regular service at \$10 per week, each: Wendell R. Herbert, Executive Department; James E. Kennedy, Periodical Room; Frances Mallett and Helen J. O'Hara, Issue Department.

Ordered: that the following grade increases in pay take effect at the dates named: Helen M. Burke and Mary J. Murphy, Issue Department, \$10 to \$11 per week each, June 23; Vida E. Brooker, Periodicals Branch, Helen S. Murphy, City Point Reading Room and Virginia M. Tint, Boylston Station Reading Room, \$17 to \$18 per week, each, June 23; Edith J. Daly and Alice F. Smithers, Issue Department, \$11 to \$12 per week, each, June 30; Harriet J. Kellock, Issue Department, \$11 to \$12 per week, August 18; Mary V. Wall, South Boston Branch, \$15 to \$17 per week September 1.

On recommendation of the Librarian, it was

Ordered: that Florence F. Richards of the Shelf Department be granted a leave of absence of four weeks without loss of pay; and an allowance of \$25 from the Alice Lincoln Whitney Fund; in part compensation for long and faithful service.

Ordered: that the following persons be granted leave of absence on account of illness, or additional vacation allowance to offset time taken on account of illness: in part compensation for long and faithful service: Ida W. Gould, Catalogue Department, two weeks vacation with full pay, and four weeks with half pay; John Murdoch, Catalogue Department, two weeks vacation with full pay, and two weeks with half pay; Katherine S. Rogan, Charleston Branch, four weeks vacation with half pay; Ellen F. Conley, Brighton Branch, four weeks vacation with full pay; Mary Golden, Andrew Square Reading Room, eight weeks leave of absence with half pay; Jeannette M. Shutt,

Employed:

Wendell R. Herbert
James E. Kennedy
Frances Mallett
Helen F. O'Hara

Grade increases in pay:

Helen M. Burke
Mary J. Murphy
Vida E. Brooker
Helen S. Murphy
Virginia M. Tint
Edith J. Daly
Alice F. Smithers
Harriet Kellock
Mary V. Wall.

Florence F. Richards

leave of absence and allowance from Whitney Fund

Additional vacation

or leave of absence

Ida W. Gould

John Murdoch

Katherine S. Rogan

Ellen F. Conley

Mary Golden

Jeannette M. Shutt

June 23, 1922

Additional vacation

Patrick A. Kennedy

Mary F. Mullen

South Boston Branch, six weeks leave of absence with half pay; Patrick A. Kennedy, Junior Department, additional leave of absence of one month with half pay, dating from June 11; Mary F. Mullen, Junior Department, leave of absence June 5 to 24 inclusive with full pay.

Voted: that the Librarian be directed to grant an additional vacation allowance with pay, not to exceed, in any one case one half of the regular vacation, where the employee would not receive any vacation or less than one half of the regular allowance; such additional vacation only to be granted because of illness on the part of the employee, in proof of which a physician's certificate must be filed with the Librarian.

Thomas F. Brennan

recommended for
promotion; referred
to committee

The Librarian's recommendation regarding the creation of a new division in the Catalogue Department to be known as the Card Division, with Thomas F. Brennan as chief clerk at \$32.50 a week, was referred to the committee of the Board on service matters, consisting of Messrs. Kesteven and Murray, with power.

American Centre of

Civics Documentation
Subscription

On his recommendation, the Librarian was authorized to subscribe \$25 towards the bibliographical work of the American Centre of Civics Documentation, said amount to be charged to the James L. Whitney Bibliographical Fund.

Employees Benefit

Association: request

Trustees approval of

pending Pension

Bill.

Resolution

The Librarian presented a request from the pension committee of the Employees Benefit Association that the Trustees send to the Mayor and City Council a resolution favoring the acceptance of the Pension Bill now before them; and it was

Resolved: that in the opinion of the Board of Trustees and of the Librarian of the Public Library of the City of Boston the Pension Bill recently enacted by the Great and General Court of the Commonwealth is a wise, constructive and forward looking piece of legislation possessing features of mutual benefit to the city and its employees; and, therefore, the members of the Board and the Librarian on behalf of the employees of the Public Library earnestly express their hope that it will receive the favorable consideration of His Honor the Mayor and the members of the City Council.

National Education
Association

In connection with the forthcoming Convention of the National Education Association, it was

Voted: that the Board of Trustees of the Public Library of

June 23, 1922

National Education

Association: hospitality

of Library extended

during Convention.

the City of Boston extends to the members of the National Education Association and their friends the hospitality of the Library during their Convention to be held in Boston the week beginning July 3. The members of the Board especially invite an inspection of the Central Library building, Copley Square, on Thursday afternoon, July 6, between the hours of 4 and 6 o'clock.

The Librarian presented for consideration a plan of a proposed passageway between the premises of the West Roxbury Congregational Society and the West Roxbury Branch of the Library; and it was

Voted: that the Trustees hereby approve of the construction of a passageway, ten feet wide, for mutual use, between the premises of the West Roxbury Branch Library and the West Roxbury Congregational Society, according to a plan drawn by the City Surveyor; and that the matter be referred to the Law Department of the city for the necessary action.

Special privilege cards were granted to James W. Hyson, Roy W. Percival, Jessica M. Scammell, Margaret A. Will and Charles Wring.

Voted, that in the absence of the President or Vice President, any member of the Corporation is authorized to sign on behalf of the same, all bills, special drafts, and payrolls of the Library.

Voted: that the Librarian is authorized to contract for such labor and repairs as may be necessary during the summer months; and if necessary, to employ substitute and extra service in the case of employees absent without pay, and vacancies in the service, within the limit fixed by the salary schedule.

Voted: that until further action to the contrary, any two members of the Corporation be a committee with power to approve the lists of books and miscellaneous supplies submitted for purchase.

Voted, that the next regular meeting of the Corporation be on Friday, October 6, 1922 at 4 o'clock P.M.

Dissolved:

Della Jan Deery
Clerk.

West Roxbury Branch

plan for passageway

between Branch

and Congregational

Church, for mutual

use, approved and

referred to Law

Department

Special privileges

Any member of

Board to sign

bills, special drafts,

and payrolls.

Librarian authorized

to contract for

labor and repairs.

October 6, 1922

Friday, October 6, 1922

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirstein, Mann and Murray.

The President Dr. Mann in the chair.

The record of the meeting of June 23, 1922 was read and approved.

Report of action of Committee authorized to act during summer months

The report of the committee of the Trustees authorized to act in behalf of the Board during the summer was received and read, as follows.

The committee authorized on June 23, 1922 to act in behalf of the Board during the summer months has consisted of Messrs. Connolly, Kirstein and Murray; and reports that the following purchases were authorized:

Miscellaneous supplies for the Central Library and branches to the amount of \$6713.53, for Bindery \$1752.64, and for Printing Department \$350.03.

That bills were allowed and ordered paid as follows: August 1st requisition, chargeable to the general appropriation amounting to \$15,352.67, to the Special Account 1921-22, \$154.24, and to trust funds income \$639.04; September 1st requisition: chargeable to the general appropriation \$16,788.13, and to trust funds income \$1037.63, October 1st requisition: chargeable to the general appropriation \$19,872.62 and to trust funds income \$840.05.

For the Committee

(signed) Louis E. Kirstein.

Action approved and confirmed

Voted: that the report of the committee be accepted and the action approved and confirmed.

The following communication was received and read.

City of Boston

Office of the City Clerk

City Hall, July 8, 1922

I hereby certify that Guy W. Currier having been duly appointed to be a Trustee of the Public Library of the City of Boston, for the term ending April 30, 1923, this day appeared and was sworn as such officer.

(Witness)

(signed) W. J. Doyle
Asst. City Clerk.

Guy W. Currier
appointed a
Trustee

October 6, 1922

Purchases authorized

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$255.81 and for Printing Department \$13.30.

A letter was received and read from Mrs. Samuel Carr expressing gratitude and deep appreciation for the Resolution of the Board on the death of Mr. Carr.

Mrs. Samuel Carr
thanks for Resolution
on death of Mr. Carr

The President presented the following Resolution on the death of Mr. Langdon L. Ward, Supervisor of Branches, which was approved and adopted, and ordered spread upon the record and a copy sent to the family of Mr. Ward:

Langdon L. Ward
death:
Resolution

"Mr. Langdon L. Ward, Supervisor of Branches of the Boston Public Library, died at the Eliot Hospital, Boston, on Tuesday afternoon, August 15, 1922, after a brief illness.

Resolved, that the members of the Board of Trustees of the Public Library of the City of Boston place on record their appreciation of the twenty-six years of faithful service given by the late Langdon L. Ward.

Entering the employ of the Library in 1896 as Custodian of the Broadway Extension Reading Room, Mr. Ward was appointed Supervisor of Branches in 1898, the position which he held at the time of his death. During the years of his employment the branch system was greatly enlarged and popularized. His patience, enthusiasm, fairness and learning brought him the respect and goodwill of his colleagues throughout the Library Department. His passing marks the close of a long and efficient term of service of a public servant of the City of Boston.

Ordered, that the City Treasurer be authorized to pay to Ellen S. Ward, Administratrix, the sum of \$36.67, the balance of salary standing to the credit of Langdon L. Ward, deceased, on the Library payroll dated August 17, 1922 for the period August 11 to August 18, 1922 inclusive.

Balance of salary
paid to Ellen S. Ward

An order from the City Council dated September 25, requesting the Trustees through His Honor the Mayor to remove from the catalogue of the Library the book by Helen Nicolay entitled "Book of American Wars", was read and considered; and the Librarian was directed to inform the City Council that the communication was presented to the Board and that the matter has been taken under advisement.

City Council: requests
removal of Nicolay:
"Book of American Wars."
Taken under
advisement

A letter dated September 28 was received from the Executive Committee of the City Council asking the Trustees or their representative to be present at a meeting of the Council relative to an order introduced by Councilor Watson requesting the Trustees

City Council: request
Trustees to be present
at a meeting to consider
request for removal of
Webster's Dictionary

October 6, 1922

to consider the advisability of removing Webster's New International Dictionary from the Library; and the Librarian was directed to attend such meeting.

City Council

Requests change in name of North End Branch; letter from Louis Barrasso on same.

Trustees have already considered a similar request; inexpedient to comply.

Orders from the City Council dated July 24 and September 16, requesting that the North End Branch of the Library be renamed the "Dante Alighieri" Branch were read and considered, together with a letter from Mr. Louis Barrasso on the same subject; and it was

Voted: that the City Council be informed that their communications were presented to the Board, together with a letter on the same subject from Mr. Louis Barrasso; that the Trustees gave careful consideration to a similar request in October 1921, at which time they voted that in view of their long established policy of naming branches in accordance with their geographical location it was inexpedient to comply with the request; and that it is still the sense of the Board that this policy be maintained.

Voted: that a similar communication be sent to Mr. Barrasso.

Supervisor of Branches

applications for appointment as

Applications for appointment to the position of Supervisor of Branches were received from Mr. John J. Keenan endorsed by the Mayor and Mr. James H. Vahay, from Mr. John J. O'Brien of the Bindery Department, and from Mr. Chester A. S. Jayakas of the Branch Department.

To provide against deficiencies under certain items in the budget appropriations, the Librarian recommended transfers from other items where there is a surplus; and the President was authorized to request the Mayor to make the transfers recommended.

Examining Committee

1922

The following persons were appointed on the Examining Committee for 1922: Mr. Henry Abrahams, Miss Esther J. Barrows, Mr. George E. Brock, Mr. Jeremiah E. Burke, Paul J. Butler, M.D., Mr. Francis M. Carroll, Mrs. William H. Devine, Miss Rosanna M. Dard, Mr. Walter J. Doney, Mrs. Carl Dreyfus, Mr. Lee M. Friedman, Mr. Henry Gilson, Mr. Henry E. Hammond, Miss Mary E. J. Healy, Mr. Victor C. Heath, Miss Heloise E. Hickey, Mrs. Charles J. Hill, Hubert J. Holland M.D., Mr. Vincent Keenan, Mr. Joseph E. Maccaferri, William James Miller, M.D., Mr. Cornelius A. Parker, Rev. W. James Roberts, Prof. Frank Vogel, Mr. Robert J. Waul, and Dr. Mann as Chairman.

Business Branch

space in Chamber of Commerce building

A letter dated October 4 was received from Messrs. W. H. Ballard Company in relation to space in the new Chamber of Commerce building for a business branch of the Library. Read and ordered placed on file.

October 6, 1922

Chamber of Commerce

Regarding space for business branch

Librarian's report

Voted: that the President be requested to confer with the President of the Chamber of Commerce regarding the possibility of securing quarters, rent free, for a business branch of the Library in the new Chamber of Commerce building.

The Librarian's report was read by him.

On recommendations of the Librarian, it was

Ordered: that the following persons be employed in the regular service at \$10 per week each: Oscar Karrel, Bates Hall Centre Desk, Katharine E. McGah and Abraham Speck, Issue Department.

Ordered: that Frances Melitz be transferred from the Issue Department to the Warren Street Branch, with increase in pay from \$10 to \$12 per week, dating from September 20, 1922.

Ordered: that James E. Kennedy of the Periodical Room be allowed grade increase in pay from \$10 to \$12 per week, October 6.

Ordered: that the position of children's librarian be created at the Charleston Branch, and that Henrietta J. Temple be appointed to this position, with increase in pay from \$18 to \$21 per week, October 6.

Ordered: that the following persons be granted leave of absence on account of illness or additional vacation allowance to offset time taken on account of illness: in part compensation for long and faithful service: Mary M. Sullivan, Librarian Parker Hill Reading Room, four weeks with full pay; Anna G. Doonan, Shelf Department, three weeks with full pay; George V. Aker, Printing Department, two weeks with full pay and six weeks with half pay; Joanna Doiron, Bindery, six weeks with half pay; Agnes C. Doyle, Bates Hall, four weeks with half pay.

The Librarian presented for consideration the vacancy in the position of Supervisor of Branches, and his recommendation for the appointment of Edith Guernier to the same; and after consideration of the various applications, formal and informal, it was

Voted: that the appointment of a Supervisor of Branches be deferred until the next meeting of the Board; and the committee on service matters requested to present a report in the matter.

Employed:

Oscar Karrel

Katharine E. McGah

Abraham Speck

Frances Melitz

transfer

James E. Kennedy

increase in pay

Charleston Branch

position of children's

librarian created

Henrietta J. Temple, appointed

Leave of absence and

additional vacation:

Mary M. Sullivan

Anna G. Doonan

George V. Aker

Joanna Doiron

Agnes C. Doyle

Supervisor of Branches

Edith Guernier

recommended for

appointment:

deferred until

next meeting

October 6, 1922

Petroleum Heat and
Power Company: letter.

Special privileges

A letter from the Petroleum Heat & Power Company dated September 21, was laid upon the table.

Special privilege cards were granted to Anzio Beshgetirian, Big Four Sales Corporation, Boston Chamber of Commerce Convention and Tourist Bureau, William L. Davis, Holman F. Day, Alban deMille, Albert C. Dove, Emmet S. Driscoll, Eastern Wholesale Coal Company, Edgar A. Emeus, Eva E. Furlong, Gillette Safety Razor Company, James LeGuiner, Lyman L. Hale, Frederick L. Hoffman, Edward E. Kelsey, Library Bureau, Stanley H. Martin, Edith H. Milton, National Association of Cotton Manufacturers, Catherine M. Noonan, George G. O'Brien, H. W. Ramsey Company, Rose M. O. Rondeau, Hendrika J. Rynebergen, O. Elfrida Saunders, Margaret D. Saunders, Louis R. Schwaab, Jeannette H. Wade, Solomon Zucrow.

Dissolved:

Debra Jean Deery
blank.

October 20, 1922

Friday, October 20, 1922

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirslein, Mann and Murray.

The President Dr. Mann in the chair.

The record of the meeting of October 6, 1922 was read and approved.

Purchases authorized

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the central library and branches to the amount of \$2,996.57, for Binding \$27.40, and for Printing Department \$50.05.

Webster's Dictionary

Removal considered
inadvisable

The order of the City Council introduced by Councillor James A. Watson, regarding the removal of Webster's New International Dictionary from the Library was taken up and carefully considered, after which, it was

Voted: that the City Council be informed that the Trustees deem it inadvisable to remove Webster's Dictionary from the Public Library.

"Book of American

Wars": circulation
restricted.

The order of the City Council requesting the Trustees to remove from the catalogue of the Library Helen Nicolau's "Book of American Wars" was taken up and considered at length, and it was

Voted: that the Librarian be directed to restrict the circulation

October 20, 1922

Vice President
election

of this book to adult readers.

The President called attention to the matter of the election of a Vice President, and the Board proceeded to the election of such officer by viva voce vote, as follows.

Father Connolly voted for Louis E. Kirslein

Mr. Currier voted for Arthur J. Connolly

Mr. Kirslein voted for Arthur J. Connolly

Dr. Mann voted for Arthur J. Connolly

Judge Murray voted for Arthur J. Connolly, who was declared elected Vice President.

Arthur T. Connolly,
elected

The Librarian's recommendation for the appointment of Edith Guerrier as Supervisor of Branches was taken up, and Mr. Kirslein for the committee on service matters reported certain facts concerning the several candidates for the place, and especially on the qualifications of Miss Guerrier, and recommended her appointment. After careful consideration, it was

Edith Guerrier
recommendation for
appointment as
Supervisor of Branches
considered.

Voted: that the Librarian's recommendation be approved and adopted: Father Connolly dissenting; and

Appointment
approved

Ordered: that Edith Guerrier be appointed Supervisor of Branches at a salary of \$55 per week, October 20, 1922.

The following bills having been approved by the Librarian and certified by the Auditor to be correct were allowed and ordered paid, and any member of the Board authorized to sign the same: chargeable to the general appropriation amounting to \$18,049.27, and to trust funds income \$458.28.

Bills allowed
and ordered
paid

The Librarian's report was read by him.

Librarian's report

On recommendation of the Librarian, it was

Voted: that a position ^{of general assistant} in the Special Libraries be regraded in pay from \$17 to \$20 per week, and

Position in Special
Libraries regraded

Ordered: that the following grade increases in pay take effect October 20: Eleanor M. Mulcahey, Special Libraries, \$17 to \$20 per week, Mary J. Murphy and Helen M. Burke, same Department, \$11 to \$12 per week, each.

Increases in pay:
Eleanor M. Mulcahey
Mary J. Murphy
Helen M. Burke

Ordered: that Edith A. von Schoppe be transferred from Bates Hall to the Registrations Department, with increase in pay from \$15 to \$16 per week, October 20.

Edith A. von Schoppe
transferred to
Registration Department

October 20, 1922

Fanny Goldstein
appointed W. F. BrandFlorence M. Bethune
resignedMary H. Rollins
appointed Editor

Leave of absence

Margaret M. Keenan

Charles W. Murphy

Sunday service at
branches: schedule
adopted.

Special privileges

Ordered: that Fanny Goldstein be appointed librarian of the West End Branch at a salary of \$31 per week, November 1: in place of appointed W. F. Brand.

Ordered: that Mary H. Rollins be appointed Editor of Library Publications at her present salary of \$40 per week.

The Librarian reported certain cases of absence on account of illness, and on his recommendation it was

Voted: that Margaret M. Keenan of the Branch Department be granted a leave of absence of four weeks without loss of pay; and Charles W. Murphy of the Business Janitor Department, three weeks without loss of pay: on account of illness and because of long and faithful service.

The Librarian's schedule of Sunday service at branches and reading rooms for the period November to April inclusive, was approved and adopted.

Special privilege cards were granted to Clarence P. Barker, Company, Inc., Carl G. Beede, Bookshop for Boys and Girls, Vivian D. Collins, Myrtle S. Graft, George P. Paine, S. S. Pierce Company, Julia H. Riley, Anna L. Salloway, Bertha M. Stearns, Rev. Guy Wilson, and to members of the Examining Committee.

Dissolved:

Vella Jan Deery
Clerk.

November 3, 1922

Friday, November 3, 1922

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs Connolly, Laurier, Kirslein, Mann and Murray.

The President Dr. Mann in the chair.

In the absence of the Clerk, Mr. Belden was appointed Acting

Clerk

The record of the meeting of October 20, 1922 was read and approved.

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches, to the amount of \$723.60, for

Mr. Belden, Acting
Clerk

Purchases authorized

November 3, 1922

Bindery \$105.01, and for Printing Department, \$16.63.

Circular letter No. 18 from the Mayor's Office, relating to the annual drive of the Salvation Army, was read and ordered placed on file.

An order of the City Council, under date of October 30 that the Library Trustees through His Honor the Mayor be requested to furnish the City Council with the titles and authors' names of all histories of the United States now indexed and distributed at the Central Library and all the branches, was taken up and carefully considered, after which it was

Voted: that the Librarian be requested to send to the City Council a typewritten list, giving the author, brief title, and imprint of all the books in the Central Library and branches on the history of the United States.

The Librarian's report was read by him.

The following bills, payable by draft on funds on deposit in London, having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to draw upon Messrs. Morgan, Grenfell & Company, the necessary drafts therefor.

Bernard Quaritch, Ltd.	\$ 483. 1. 7
Edwards & Allen, Ltd.	2. 15. 7
Wallace & Gandy	2. 0. 0
The Government Printer, Australia	2. 10. 0
Honore Reeves	4. 4
William Reeves	15. 1
Henry Daffern & Co.	4. 19. 2
Vashti Society	1. 1. 0
P. Weytsman	15. 8. 0
Karl W. Hornemann	\$ 71.00
	\$ 4991
	Mks. 70827.00
J. Jorgensen	Drs. 7962.45
Markus Kijhoff	Drs. 3053.40
Marco F. Liberman	Drs. 1004.55
Rudolf Honisch	Mps. 256.05
The Amstar News	\$ 17.40

On recommendation of the Librarian, it was

Ordered: that Veronica S. Jesson be transferred from the Children's Department to the Parker Hill Reading Room as general assistant, with increase in pay from \$15 to \$18 a week, November 3.

Ordered: that Mary M. McDonough be transferred from the Ordering Department to the Children's Department, with increase in pay from \$12 to \$14 a week, November 3.

Mayor's circular
Salvation Army drive

City Council
request list of
histories of U.S.
in the Library

Librarian's report
Bills, London
account

Veronica Jesson
transfer to Parker
Hill.

Mary M. McDonough
transfer to Children's
Department.

November 3, 1922

Margaret L. Cassidy
increase in pay

Augusta Orvedon

increase in pay

Frank C. Blaisdell

pay for Sun. Eve.
work as chief

Leave of absence

George Zittel

Thomas J. O'Neil

Anna G. Doonan

Courses in library

work for employees

Special privileges

Ordered: that the salary of Margaret L. Cassidy, temporarily in charge of the Burton-Ticknor Room, be increased from \$22 to \$25 a week, November 3.

Ordered: that the salary of Augusta Orvedon of the Binding Department, having charge of the reinforcing of new books, be increased from \$20.24 to \$25 a week, November 3.

Voted: that the sum of \$1400 a year, to be paid in quarterly installments beginning as of August 1, 1922, be granted to Frank C. Blaisdell for his services as Chief of the Sunday and Evening Force.

The Librarian reported certain cases of absence on account of illness, and on his recommendation it was

Voted: that George Zittel, engineer, Central Library, be granted a two months' leave of absence with full pay, beginning October 1; that Thomas J. O'Neil, janitor of the Brighton Branch, be granted a three months' leave of absence with half pay, beginning October 27; and that Anna G. Doonan, Shelf Department, be granted three weeks additional leave of absence with half pay: on account of illness and because of long and faithful service.

The Librarian reported on an Elementary Course in Reference Work for Junior Assistants and on two courses in American Literature for Library Workers to be held in the Central Library for Library employees, beginning in November.

Special privilege cards were granted to Becker Engraving Company, Blake, Vass & Kellogg Company, Phillips Bradley, Mary D. Hodgkins, W. Raymond Knight, Frederick J. Shinson, and The Living Age.

Ordered: that Helen L. Morrissey, general assistant at the North End Branch, be advanced to the position of second assistant, with increase in pay from \$20 to \$23 per week, Nov. 3.

Dissolved.

Charles F. McMillen

Acting Clerk

November 17, 1922

Friday, November 17, 1922

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Kirdein and Murray.

The Vice President Father Connolly in the chair.

The Board of the meeting of November 3, 1922 was read and approved.

The Librarian was authorized to purchase according to a list

submitted by him and to be placed on file: miscellaneous supplies for the Central Library and Branches to the amount of \$670.95, for Binding \$302.82 and for Binding Department \$7.41.

Circular Letter No. 19 from the Mayor's Office in relation to the Budget estimates was read and ordered placed on file, and the Librarian directed to proceed with the preparation of the estimates for the coming year as usual.

On motion of Judge Murray, it was

Voted: that a committee consisting of the Vice President and Mr. Kirdein be a committee to advise with the Librarian in the preparation of the Budget estimates.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid; and any member of the Board authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to \$17,636.45, and to Trust funds income \$1,189.53.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered: that Alice M. Korman of the Issue Department be allowed grade increase in pay from \$16 to \$17 per week, November 17.

Ordered: that Mabel G. Anderson be employed in the regular service as assistant at the Roslindale Branch, at \$18 per week, November 17.

The Librarian reported certain cases of absence of employees on account of illness, and on his recommendation, it was

Voted: that Alice M. Morris of the Binding be granted a leave of absence of six weeks with half pay; and William P. Hickey of the Engineer and Janitor Department a leave of absence of one week with full pay: on account of illness and because of long and faithful service.

On his recommendation the Librarian was authorized to expend a sum of \$900, chargeable to Trust funds income, for purchases at the sale of the Library of the late Henry Cady Sturges in New York on November 20 to 23; and to send a representative of the Library to attend the same with discretionary power to secure as many news as

November 17, 1922

Supplies, purchase
authorized

Circular from Mayor

on Budget

estimates

Committee on Budget
estimatesBills, approved
and ordered
paid

Librarian's report

Alice M. Korman
increase in payMabel G. Anderson
employed

Leave of absence

Alice M. Morris
William P. HickeyHenry Cady Sturges
Library, purchases
authorized at
sale of

November 17, 1922

West Roxbury Branch
heating pipes
covered

possible within the limits of the amount authorized.

The Librarian was authorized to expend a sum not exceeding \$95 for covering the main heating pipes in the basement of the West Roxbury Branch; and a sum not exceeding \$1000 for repairs on the roof of the East Boston Branch.

Boston College

books on exchange
Special privileges

The Librarian was authorized to dispose of on exchange account to Boston College, 300 volumes from the duplicate collection of the Library.

Special privilege cards were granted to the Boston Tuberculosis Association, Grain Dealers Mutual Fire Insurance Company, Rev. Herbert D. Ward, and Margaret G. Wheeler.

Dissolved: Alice Jean Deery
Book

December 1, 1922

Friday, December 1, 1922

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Mann and Murray.

The President Dr. Mann in the chair

The record of the meeting of November 17, 1922 was read and approved.

Supplies, purchase
authorized

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1451.69, and for Printing Department \$111.43.

Mayor's Circulars

Circular Letter No. 20 from the Mayor's Office was read and order placed on file.

City Council

ire: "Book of
American Wars"

An order dated November 20 was received from the City Council requesting information regarding the action of the Trustees on the request of the City Council for the removal from the Library of Helen Nicolai's "Book of American Wars", and on motion of Mr. Currier, it was

Voted: that a copy of the vote of the Board of October 20, 1922 on this matter be forwarded to the City Council.

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Florence B. Darling

increase in pay

Ordered: that Florence B. Darling, assistant at the Junior Reading Room be allowed grade increase in pay from \$15 to \$17 per week, December 1.

December 1, 1922

Edith F. Pondleton

temporary transfer

Mary Holden

acting lib. and. Sq. R.R.

Alice V. Stevens, new

title

Ordered: that Edith F. Pondleton be temporarily transferred from the Andrew Square Reading Room to the Tyler Street Reading Room, as Librarian, for a period of two months at \$27 per week; and that Mary Holden be appointed acting Librarian of the Andrew Square Reading Room for a period of two months, at \$23 per week: to take effect December 4, 1922.

Ordered: that Alice V. Stevens, first assistant in the Branch Department and in charge of the issue division of the Department, be accorded the title of Chief of the Central Branch Issue Division, without change of status or salary.

The Librarian reported that with his approval Mr. Blaisdell in charge of the Sunday and Evening service, had suspended David F. Merson an employee in that department for improper conduct while at the Library; and it was

Voted: that the action of the Chief of the Sunday and Evening service be approved; and the Librarian's recommendation that this boy be no longer employed in the Library, adopted.

On recommendation of the Librarian, it was

Voted: that Julia R. Zangg of the Special Libraries Department be granted a leave of absence of five weeks without loss of pay; and that George Zittel of the Engineer Janitor Department be granted an additional leave of absence of two months without loss of pay: on account of illness and because of long and faithful service.

The request of Ida G. Donney, assistant at the Upham's Corner Branch for a leave of absence of six months without pay, was granted, on the understanding that her present position cannot be held for her, but that when her leave expires she will be assigned to any unoccupied position that she is qualified to fill.

A communication dated November 27 was received from Luke B. Colbert, Esq., executor of the will of the late William C. Waterman, stating that under the provisions of the will there was bequeathed to the Library without specific designation one of the paintings or sketches executed by his brother Marcus Waterman; and asking for directions concerning the acceptance of the gift. The Librarian was directed to inform Mr. Colbert that the Trustees are ready to accept such painting or sketch contemplated in the bequest as meets with the approval of the Art Commission of the City, as required by law.

David F. Merson

Suspended

Action approved

Service discontinued

Leave of absence

Julia R. Zangg

George Zittel

Ida G. Donney

leave of absence

without pay

William C. Waterman

bequest of

painting

December 1, 1922

Firemen ask for
increase in pay

Special privileges

Sturges, Henry Early

purchases at
sale of library

December 15, 1922

Purchases authorized

Budget estimates
presented for
considerationBills allowed and
ordered paid

Librarian's report

A communication dated November 25 was received from the International Brotherhood of Stationary Firemen, asking for an increase in pay of fifty cents per day for all firemen in the employ of the Library.

Special privilege cards were granted to George E. Brown, Marion D. Blank, Elizabeth Clavenot, Coffin & Burr Inc., Girls' City Club, Locke-Lewis Art Service, Mary E. Power, Edward P. Stanton, James G. Thomas, and James E. Wingate & Son.

The Librarian reported that at the sale of the Henry Early Sturges library in New York, for which a special appropriation of \$900 was authorized on November 17th, the Library secured 103 lots at a cost of \$709.

Dissolved: Della Jean Deery
Clerk.

Friday, December 15, 1922

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirostein and Murray.

The Vice President Father Connolly in the chair.

The record of the meeting of December 1, 1922 was read and approved.

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1801.44, for Binding \$2.65, and for Printing Department \$175.54.

The Librarian presented his budget estimates for the year 1923-4 which were considered in part, and laid over for further consideration at the next meeting.

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and any member of the Board authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to \$16,184.60, and to trust funds income \$2,315.32.

The Librarian's report was read by him.

On recommendation of the Librarian it was

December 15, 1922

Employed:

Mary A. English
Lawrence McKenzie
Daniel P. Brown
Robert F. Owen
Joseph Mancuso

Grade increase in pay:
Helen F. O'Hara
Margaret E. Sinclair

Catherine P. Loughman
acting 1st asst. typ. cor.

Special Privileges

December 29, 1922

Purchases authorized

Budget estimates
approved

Ordered: that the following persons be employed in the regular service at \$10 per week each: Mary A. English and Lawrence McKenzie, Issue Department; Daniel P. Brown and Robert F. Owen, Special Libraries Department; and Joseph Mancuso, Periodical Room.

Ordered: that the following grade increases in pay take effect December 15: Helen F. O'Hara, Issue Department, \$10 to \$11 per week; Margaret E. Sinclair, Ordering Department, \$21 to \$23 per week.

The Librarian's recommendation for the transfer of Catherine P. Loughman, assistant at the Allston Reading Room, to the position of acting first assistant at the Uphams Corner Branch at a salary of \$23 per week, was laid upon the table.

Special privilege cards were granted to the Alexander Hamilton Institute, Atlantic Monthly Press, Boston Real Estate Exchange, Griffith-Stillings Press, Modern Priscilla, Clarence B. Skinner, Horace C. Stewart, and Josephine S. Ware.

Dissolved: Della Jean Deery
Clerk

Friday, December 29, 1922

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirostein, Mann and Murray.

The President Dr. Mann in the chair.

The record of the meeting of December 15, 1922 was read and approved.

The Librarian was authorized to purchase according to lists submitted by him and to be placed on file: books to the amount of \$512.53 chargeable to trust funds income; miscellaneous supplies for the Central Library and branches \$1815.24, for Binding \$96.33 and for Printing Department \$28.99.

The Librarian's budget estimates for the maintenance of the Library for the year 1923-24 were taken up and considered in detail and adopted as follows:

A - Personal service	\$ 580,000
B - Service other than personal	71,111
C - Equipment	108,050
D - Supplies	36,090
E - Materials	53,515
F - Special items	550
Total	\$ 849,716

December 29, 1922
Librarian's report

Catherine M. Carey
Elizabeth R. Cosgrove
employed

Rosbury Crossing
additional quarters
for 4 additional
rental.

Special privileges

January 12, 1923

The Librarian's report was read by him.

On recommendation of the Librarian it was

Ordered: that Gertrude M. Carey and Elizabeth R. Cosgrove be employed in the regular service of the Library under Civil Service rules, at \$20.24 per week, each.

On his recommendation the Librarian was authorized to engage additional quarters for the occupancy of the Rosbury Crossing Reading Room, at an annual rental of \$1200, in addition to the rental of \$1100 for the present quarters: heat and janitor service included.

Special privilege cards were granted to Barnes & Jones, Charles S. Gilman, and Albert P. Wickers.

Dissolved: Della Jean Deery
Clerk.

Friday, January 12, 1923

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: ^{Mrs.} Connolly, Currier, Kirstein, Mann and Murray.

The President Dr. Mann in the chair.

The record of the meeting of December 29, 1922 was read and approved.

Purchases authorized

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$1263.71, for Binding \$6.90, and for Printing Department \$43.87.

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered: that Catherine P. Loughman at present acting librarian of the Jeffries Point Reading Room, be temporarily transferred to the Uphams Corner Branch as acting first assistant, at a salary of \$23 per week; that the salary of Katherine D. McEstrick assistant at the Uphams Corner Branch temporarily increased on December 9, 1921 to \$23 per week remain as at present; and that Margaret A. Colman be temporarily transferred from the South Boston Branch to the Jeffries Point Reading Room as acting librarian, at a salary of \$25 per week; to take effect January 12, 1923.

Catherine P. Loughman

temporary transfer

Katherine D. McEstrick

temp. increase continued

Margaret A. Colman

temporary transfer

January 12, 1923

Charles R. O'Brien

employed

Ordered: that Charles R. O'Brien be employed in the regular service, Bates Hall, at \$10 per week.

The Librarian reported certain cases of absence on account of illness; and on his recommendation, it was

Ordered: that the following persons be granted leave of absence without loss of pay, on account of illness and because of long and faithful service: Mary V. Doyle, Children's Department two weeks; Marian W. Brackett, Brighton Branch, two months; and Lillian A. Bickford, East Boston Branch, one month.

On his recommendation the Librarian was authorized to exchange with Harvard College Library a copy of Helvicus: "Theatrum Historicum", London, 1651, containing an autograph of Henry Dunster the first President of Harvard College, for a similar copy without the autograph.

An order from the City Council dated December 27, 1922, was received, requesting the Trustees through the Mayor, to establish a branch of the Library at Heath Square, Rosbury; and on motion of Mr. Currier it was

Voted: that receipt of the communication be acknowledged and the communication laid upon the table.

On motion of Judge Murray, it was

Voted: that a committee of two be appointed to examine and report upon the whole matter of branches in the Parker Hill and Heath Square districts: the present location, or the re-location, and the establishment of new branches.

The President appointed Judge Murray and Father Connolly such committee.

Special privilege cards were granted to Sister Mary Alvena, Ernest E. Russell, Leo W. Connolly, the Hebrew Literary Club, the Jewish Business Record, Charles W. Kemp, and John G. Schaffer.

On motion of Judge Murray it was Voted: that the Librarian be requested to represent the Corporation at the Ordination and Consecration of the Rev. Dr. Mann as Bishop of the Diocese of Pittsburgh, on January 25, 1923.

Voted: that the next regular meeting of the Cor-

Time of absence

Mary V. Doyle

Marian W. Brackett

Lillian A. Bickford

Harvard College

"Theatrum Historicum"

on exchange account

City Council, request

establishment of branch

at Heath Square

laid on table

Branches, committee

to report on whole

matter of

Special privileges

Bishop Mann,

Librarian to represent

Library at Ordination

January 12, 1923

oration be held on Friday, February 9, 1923 at 4 o'clock p.m.

Dissolved: Della Jean Deery
blank

February 9, 1923

Friday, February 9, 1923

The regular fortnightly meeting of the corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirstein and Murray.

The Vice President Father Connolly in the chair.

The record of the meeting of January 12, 1923 was read and approved.

Purchases authorized

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$3634.50, for Bindery \$1428.32, and for Printing Department \$15.18.

Librarian's report

The Librarian's report was read by him.

On recommendation of the Librarian it was

Grade increases in

pay:

Julia R. Zaugg

Anna M. Brennan

Annie M. Torney

Julia H. Barry

Elizabeth B. Bowdoin

Rose Reed

Helen L. Lambert

Marguerite L. Stuart

Marion R. Herzog

Frances Maltz

Employed: Eileen M. Foley

Dora Feldman

Florence M. Nevers

Evelina M. Olivier

Patrick Green

Bridget Healey

Thomas J. O'Neil

deceased

Ordered: that the following grade increases in pay take effect at the dates named: February 9: Julia R. Zaugg, Special Librarian, \$22 to \$23 per week; Anna M. Brennan, Issue Department, \$14 to \$15 per week; Annie M. Torney, Issue Department, \$14 to \$15 per week; Julia H. Barry, Uphams Corner Branch, \$14 to \$16 per week; Elizabeth B. Bowdoin, Orient Heights Reading Room, \$15 to \$17 per week; Helen L. Lambert, South End Branch, \$14 to \$16 per week; Rose Reed, Mt. Bowdoin Branch, \$14 to \$16 per week; Marguerite L. Stuart, North End Branch, \$14 to \$16 per week; February 16: Marion R. Herzog, East Boston Branch, \$16 to \$17 per week; Frances Maltz, Warren Street Branch, \$12 to \$14 per week.

Ordered: that the following persons be employed in the regular service, February 9: Eileen M. Foley, Issue Department, \$10 week; Dora Feldman, Warren Street Branch, \$12 per week; Florence M. Nevers, Hyde Park Branch, \$14 per week; Evelina M. Olivier, Jeffrey's Point Reading Room, \$16 per week.

Ordered: that the following persons be employed in the regular service under Civil Service rules: Patrick Green, junior Brighton Branch, at \$29 per week, as of February 1; in place of Thomas J. O'Neil, deceased; and Bridget Healey, cleaner, Engineer Janitor

February 9, 1923

Department, \$20 per week, February 9.

On recommendation of the Librarian, it was

Ordered: that the following persons be granted leave of absence on account of illness and because of long and faithful services: Mary V. Doyle, Children's Department, two weeks additional leave, with half pay; George Zittel, Engineer Janitor Department, one week additional leave, with full pay; Lucy E. Soule, Bindery, three weeks with full pay to offset time taken January 5 to 25; Emily O. Trindoff, Ordering Department, three weeks with half pay.

The Librarian reported that the bills in the January 31st requisition, amounting to \$14,848.92, chargeable to the general appropriation, had been signed by Judge Murray; and this action was approved and confirmed.

The Librarian presented for consideration renewal of the lease of the premises occupied by the Mt. Bowdoin Branch, and it was

Voted: that the Vice President be authorized to execute a lease of the premises occupied by the Mt. Bowdoin Branch of the Library for a term of three years from February 1, 1923 at an annual rental of \$1200 for the first year and \$1200 for the two remaining years, with option of renewal for a further term of two years at an annual rental of \$1200.

The Librarian reported that the South End Branch was opened for public use on February 1, 1923 at 9 o'clock a.m. in the new Municipal Building at the corner of Shawmut Avenue and West Brookline Street.

The Librarian presented a proposal from the Lake Oil Burning Company for the installation of an oil burning equipment at the Central Library; and he was requested to examine and report upon the same.

Voted: that there be allowed and paid to A. A. Nichols, Auditor, the sum of \$1500, the same being for meeting current expenses; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Library Department 1923-24.

Leave of absence

Mary V. Doyle

George Zittel

Lucy E. Soule

Emily O. Trindoff

5 1/2% allowed and

ordered paid

Mt. Bowdoin Branch

renewal of lease

Approval on sliding

scale rental basis.

South End Branch

opened in new

quarters

Lake Oil Burning Co.

proposal for

installation of oil

burning equipment

Auditor, special

draft of \$1500

February 9, 1923
Special Privileges

Special privilege cards were granted to Charles M. Addison, Norman D. Bowley, Better Health Publishing Company, John McHugh, James R. Milne, Powers Hall, Guy C. Russell, David H. Segueria, Caroline R. Diebens, Swenson Bros., The E. J. Woodson Company, and Wright-Ziegler Company.

Boston Chamber of
Commerce: no space
in new building for
business branch,
Matter referred to
Mr. Kirstein

Mr. Kirstein presented a letter from the President of the Boston Chamber of Commerce in relation to the matter of space in the new Chamber of Commerce Building for a business branch of the Library to the effect that it will be impracticable to provide such space rent free; and on motion of Judge Murray, it was

Voted: that the whole matter be referred to Mr. Kirstein for such further action as in his judgment seems necessary.

Disposed:

Della Jean O'Leary
blank.

February 23, 1923

Friday, February 23, 1923

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirstein and Murray.

The Vice President Father Connolly in the chair.

The record of the meeting of February 9, 1923 was read and approved.

Purchases authorized

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and Branches to the amount of \$1,953.50, for Binding \$298.78 and for Printing Department \$256.30.

Art Commission approves

painting by Marcus
Waterman; and portrait
of Jedediah Morse

A communication from The Art Commission dated February 21, approving a portrait of Jedediah Morse for the Charleston Branch, and an oil painting by Marcus Waterman: bequests to the Library, was read and ordered placed on file.

City Council: request
for branch at Heath
Square taken from table.

The order of the City Council dated December 27, 1922 relative to the establishment of a branch of the Library at Heath Square, was taken from the table; and Judge Murray for the committee to which the matter was referred reported adversely upon the same. He also reported

February 23, 1923

Location not
desirable

City Council
so informed

that the committee is considering other locations in the district as more desirable for the location of a new branch of the Library. On motion of Mr. Currier, it was

Voted: that the report of the committee be accepted; and that the City Council be informed that in the judgment of the Trustees the location named in the order is not a desirable one for a branch of the Library.

In the absence of the Librarian his report was presented by the Assistant Librarian.

Librarian's report

On recommendation of the Librarian it was

Ordered: that the following grade increases in pay take effect March 2, 1923: Clara Brown, East Boston Branch, \$17 to \$18 per week, Olympia M. Bella, North End Branch, \$17 to \$18 per week, Amy M. Eaton, Roxbury Branch, \$17 to \$18 per week, Beatrice S. Laberge, Hyde Park Branch, \$16 to \$18 per week.

Grade increases in pay:

Clara Brown
Olympia M. Bella
Amy M. Eaton
Beatrice T. Laberge

Ordered: that Edith F. Pendleton be appointed librarian of the Tyler Street Reading Room, at \$27 per week.

Edith F. Pendleton
appointed librarian

On recommendation of the Librarian, the following employees were granted leave of absence without loss of pay, on account of illness and because of long and faithful service: Helen M. Hilton, Branch Department, four weeks; Ellen A. Eaton, South Boston Branch, four weeks.

Tyler Street R.R.

Leave of absence

Helen M. Hilton
Ellen A. Eaton

Special privilege cards were granted to The Jogg Art Museum, the General Adhesive Manufacturing Company, Inc., Anita D. Parker, and Walter L. Broadway.

Special Privileges

Judge Murray presented the following Resolution on the retirement of Bishop Mann from the Board, which was approved and adopted as of January 31, 1923:

Resolutions on
retirement of
Bishop Mann

"The resignation of the Reverend Alexander Mann, D.D., as a Trustee of the Boston Public Library, ends fourteen years of generous service to the city he loved so well. He was for several years President of this Board. His departure from us supplies a fitting moment in which to record our appreciation of the value of his diligent and faithful work as a member of this Board.

"Dr. Mann was a loyal associate, prominent in the life of the community, interested in public affairs, and intensely and assiduously devoted to all matters that related to the welfare of the Boston Public Library, which he regarded as one of the city's finest jewels. We shall ever fondly remember his frank sincerity, his charming manner, and the strength of character which made up his splendid personality.

February 23, 1923

Resolutions: Bishop
Mann

"Voted: that Bishop Mann be accorded the freedom of the
"alcoves, and that this expression be placed upon the records of the
"Board, and a copy thereof transmitted to Bishop Mann, with
"assurances of our most distinguished consideration and respect."

Dissolved:

Della Jean Deery
clerk.

March 9, 1923

Friday, March 9, 1923

The regular fortnightly meeting of the Corporation was
held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier and Kirstein.

The Vice President Father Connolly in the chair.

The record of the meeting of February 23, 1923 was read
and approved.

Purchases authorized

The Librarian was authorized to purchase according to a
list submitted by him and to be placed on file: miscellaneous supplies
for the Central Library and branches to the amount of \$715.84; for Binding
\$83.39, and for Printing Department \$84.68.

School Committee

Cooperation with,

in re: establishment

of branches in

School buildings

A letter dated March 7 was received from His Honor the
Mayor accompanied by an order of the City Council adopted on March 5,
with reference to cooperation between the School Committee and the Trustees
of the Library with a view to developing a plan for the establishment of
branch libraries in school buildings; and the Librarian was instructed to
communicate with the Chairman of the School Committee and arrange for
a meeting with the Trustees in regard to this matter.

Letter from Bishop Mann

The Vice President presented a letter from Bishop Mann
expressing appreciation and gratitude for the resolutions of the Board
on his retirement.

Librarian's report

The Librarian's report was read by him.

Bills payable from

London account

Bills payable from funds on deposit in London, having
been approved by the Librarian and certified by the Auditor to be
correct, were allowed and ordered paid, and the Vice President
authorized to draw upon Messrs. Morgan, Grenfell & Company the
necessary drafts therefor.

Palmyra Piccolo

leave of absence

On recommendation of the Librarian, Palmyra Piccolo
of the Registration Department was granted a leave of absence of

two weeks with half pay; on account of illness.

The Librarian reported progress in the matter of securing
estimates for the installation of an oil burning apparatus at the
Central Library; and he presented specifications prepared by
Fox & Gale, Architects, for steel stacks in the annex, and stated
that various firms had been asked for estimates for installing such
stacks. He also presented for the information of the Board tentative
plans and estimates of cost for the erection of a storage building
for books; and for a building in the Jamaica Plain district as
a possible location for a new branch of the Library.

The following communications from the American Library
Association were received, read and ordered placed on file: dated
February 9, being an invitation to the Trustees to send one or more
delegates to the Forty-fifth Annual Conference in Hot Springs, Ark.,
April 23-28 next; and dated February 20, urging such
action as may be considered appropriate in securing an adequate
appropriation for the Library of Congress.

Special privilege cards were granted to Chambers &
Etherington, C. Everett Conant, Joseph L. Grundell, Edwin J. Hiphiss,
Kidder, Peabody Company, and MacLub of America.

Dissolved:

Della Jean Deery
clerk.

Friday, March 23, 1923

Date for regular fortnightly meeting of the
Corporation at 4 o'clock p.m.

Present: Messrs. Connolly and Murray.

No quorum.

Della Jean Deery
clerk.

March 9, 1923

Oil burning
apparatus, report;
Specifications for
Steel stacks;

Plans and estimate
of cost on erection
of storage building;
Jamaica Plain, plan
for a possible new
branch.

A. L. A. invitation to
send delegates to
Annual Conference
Library of Congress
action to secure
adequate appropri-
tion for.

Special privileges

March 23, 1923

April 6, 1923

Friday, April 6, 1923

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirslein and Murray.

The Vice President Father Connolly in the chair.

The record of the meeting of March 9, 1923 was read and approved.

Action of committee

On Friday, March 23, 1923, date for regular fortnightly meeting, there being no quorum, the Vice President and Judge Murray took the following action subject to confirmation by the Board at a later date:

Purchases authorized

"The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and Branches to the amount of \$350.86, for Binding \$295.80, and for Printing Department \$35.90.

Mattapan Branch

increase in rent

authorized

"He was authorized to increase the rent of the premises occupied by the Mattapan Reading Room, from \$25 to \$35 per month, beginning March 1, 1923.

Bust of Henry James

Art Commission

"He was authorized to take such action as may be necessary in securing the approval of the Art Commission, of a marble bust of Henry James, offered as a gift to the Library by the sculptor Francis Derwent Wood, A.R.A. of London, through Mr. John S. Sargent.

Special privilege cards

"Special privilege cards were granted to the American Oak Leather Company, Victor W. Archambault, Allen H. Daugherty, Paul R. Doolin, James E. King, Benjamin Kropp, Mesimon, Kerwin Arnold, C. B. Roberts Engineering Company, Stillman Powers Company, Louise W. Trivell, The Index Press, Inc. and Joseph F. Zorn.

Action approved

Voted: that the action of the Vice President and Judge Murray as read, be approved and confirmed.

Purchases authorized

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and Branches to the amount of \$604.55, for Binding \$153.10 and for Printing Department \$51.49.

Special draft

Voted: that there be allowed and paid to the American Standard Fuel Company the sum of \$338.79 for fuel, as per bill dated March 17, 1923, and that the Vice President sign a request on

April 6, 1923

the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Library Department 1923-24.

The Vice President presented the following communications addressed to him which were read and laid upon the table for future consideration: from His Honor the Mayor enclosing an endorsement from the Hon. Samuel W. McCall of Pierre E. Buckley of the Bates Hall service for the position of Assistant Librarian on the retirement of Mr. Fleischner, and an application from Frank C. Blaisdell, Chief of the Issue Department for appointment to said position.

Position of Assistant Librarian:

endorsement of Pierre E. Buckley; application of Frank C. Blaisdell

The Vice President presented a communication from His Honor the Mayor enclosing an order of the City Council urging that the women cleaners employed in the Library be placed on the regular service, and asking for a report on the same. And Mr. Kirslein presented a letter addressed to him by Mr. Gray, Editor of the Boston Post in relation to the same matter. On motion of Judge Murray, it was

Women cleaners City Council urge regular employment, also letter from Editor of Boston Post

Voted: that the matter be referred to the Vice President and Mr. Currier, for examination.

Referred to committee

The Librarian's report was read by him.

Librarian's report

On recommendation of the Librarian, the following persons were granted leave of absence on account of illness and because of long and faithful service: Walter M. Leighton, night watchman, ten days with full pay; Patrick A. Kennedy, janitor Department, four days with full pay; Anna G. Lynch, assistant, Dorchester Branch, six weeks with full pay; Marion W. Brackett, librarian, Brighton Branch, six months without pay.

Leave of absence Walter M. Leighton Patrick A. Kennedy Anna G. Lynch Marion W. Brackett

Ordered: that during the leave of absence of the librarian of the Brighton Branch, Ellen F. Conley, first assistant, be paid \$29 per week, beginning April 6.

Ellen F. Conley extra pay

Ordered: that Lucien E. Taylor of the Catalogue Department be advanced to the position of first assistant, with increase in pay from \$32.50 to \$35 per week, April 6: in place of John Murdoch, retired.

Lucien E. Taylor promoted

Ordered: that Thomas J. Murphy, fireman, be temporarily

Thomas J. Murphy temp. promotion

April 6, 1923	advanced to the position of engineer for a period of three months, with increase in pay from \$33 to \$40 per week, April 6: in place of George Zittel, deceased; and that John J. Walsh be temporarily employed as fireman, for a period of three months, at \$33 per week, April 10.
Increase in pay:	Ordered: that the following grade increases in pay take effect April 6: Catherine C. Kelly, assistant Neponset Reading Room, \$17 to \$18 per week; Jessie M. Plaisted, first assistant, Roslindale Branch, \$21 to \$23 per week.
Transfers and promotions:	Ordered: that the following transfers and promotions on probation take effect April 6: James E. Kennedy from the Executive Department to the Newspaper Room, without change in pay; Oscar Karrel, from Bates Hall to the Executive Department, with grade increase in pay from \$10 to \$12 per week; Vida E. Brooker, general assistant, Roslindale Branch, to the position of second assistant, with increase in pay from \$18 to \$20 per week; Margaret A. Calnan, acting librarian Jeffries Point Reading Room to the position of librarian, at \$25 per week; Elizabeth H. McShane, second assistant, Codman Square Branch to the position of librarian, Andrew Square Reading Room, with increase in pay from \$23 to \$25 per week; Mary Golden, acting librarian Andrew Square Reading Room to the position of second assistant, Codman Square Branch, at \$23 per week; Helen M. Ripley, assistant Information Office to the position of assistant to the Supervisor of Branches, with increase in pay from \$23 to \$25 per week.
Employed:	Ordered: that the following persons be employed in the regular service, April 6: Mary J. Daly, assistant, Issue Department, \$10 per week; Rose I. Fitch, general assistant, South Boston Branch, \$13 per week; Evelyn F. Grosbagny, general assistant, Andrew Square Reading Room, \$15 per week.
Promotions:	To fill vacancies on account of the retirement of certain employees on or about May 1 next, it was Ordered: that Louise B. Bell, second assistant, East Boston Branch be advanced to the position of first assistant, with increase in pay from \$23 to \$25 per week: on the retirement of Alice M. Wing; that Katie D. Albert, first assistant, Roxbury Branch, be advanced to the position of acting librarian of the Jamaica Plain Branch for a probationary period, with increase in pay from \$25 to \$31 per week.

on the retirement of Mary P. Swain, that Edith J. Pendleton, librarian of the Tyler Street Reading Room be advanced to the position of acting librarian of the Dorchester Branch for a probationary period, with increase in pay from \$27 to \$31 per week; on the retirement of Elizabeth S. Reed; that Grace L. Murray, librarian, Roslindale Branch, be transferred to the position of librarian of the Hyde Park Branch, without change in pay: on the retirement of Elizabeth Ainsworth; that Annie M. Moran, first assistant, Charlestown Branch, be advanced to the position of acting librarian of the Roslindale Branch, for a probationary period, with increase in pay from \$25 to \$31 per week: on the transfer of Grace L. Murray to the Hyde Park Branch.	April 6, 1923 Mary P. Swain, retired Edith J. Pendleton promoted Elizabeth T. Reed, retired Grace L. Murray, transfer Elizabeth Ainsworth, retired Annie M. Moran, promoted
The Librarian presented a letter addressed to him by the Secretary of the School Committee stating that the members of the committee will meet the Trustees in conference on the question of establishing branch libraries in school buildings, at a date to be arranged later; and the Librarian was directed to inform the School Committee that Friday, April 13th at 4 o'clock p.m. will be a convenient time for such conference. And it was Voted: that the next meeting of the Corporation be on Friday, April 13, 1923 at 4 o'clock p.m.	School Committee to confer with Trustees Next meeting
The Librarian presented a letter from the Secretary of the Boston Bookbinders' Union, requesting an increase in pay of \$4 a week to all bookbinders; and he was directed to reply to the same that the Trustees have no appropriation to meet this requested increase.	Bookbinders' Union request increase in pay to employees in binding
The Librarian reported that one of the electric light engines in the Central Library is in need of extensive repairs, and presented an estimate of cost for such repairs of \$795 excluding of any new parts that may be found necessary; and on motion of Mr. Currier, the matter was laid upon the table for further consideration.	Electric light engine needs repairing; matter laid on table
On motion of Mr. Currier, it was Voted: that the matter of the removal of ashes from the cellar of the building formerly occupied by the South End Branch accumulated during the occupancy of the Library, be referred to the Law Department of the city.	Removal of ashes from cellar, S.E. Branch building.

April 6, 1923

Steel stacks, estimate
of cost; referred
to the Mayor

The Librarian presented an approximate estimate of cost of \$45,000 for the installation of new steel stacks in the Central Library annex; and on motion of Judge Murray, it was

Voted: that the matter be referred to His Honor the Mayor, with such information on the same as is available.

Oil burning equipment;
material on table

The matter of the installation of an oil burning equipment in the Central Library building was laid upon the table.

Ralph G. Tedford, claim
on account of wife's fall
on sidewalk; referred to
Law Department

A claim of Mr. Ralph G. Tedford for an alleged injury to his wife on account of a fall on the icy sidewalk of the Library was read, and on motion of Mr. Currier, it was

Voted: that the same be referred to the Law Department of the City.

Special privilege cards

Special privilege cards were granted to Willard D. Allen, Jr., Bertrand C. Dolan, Goldcrest Company, George R. Hawkins

Disseolved:

Della Jean Deery
Clerk.

April 13, 1923

Friday, April 13, 1923

A meeting of the Corporation for conference with the School Committee, and the transaction of other necessary business, was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirslein and Murray.

The Vice President sat in the chair.

The record of the meeting of April 6, 1923 was read and approved.

Purchases authorized

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file: Miscellaneous supplies for the Central Library and branches to the amount of \$3,053.02, for Bindery \$142.30 and for Printing Department \$29.98.

Jamaica Plain: question
of new reading room
for future consideration

The Vice President reported informally a conference with the Mayor on the proposal to establish a new reading room in Jamaica Plain, and stated that His Honor feels that, ^{while} at present the North Square district is more in need of library facilities, he will be glad later on to give further consideration to the suggestion.

April 13, 1923

Bills allowed and
ordered paid

The following bills having been approved by the Librarian and certified by the Auditor to be correct, were allowed and ordered paid, and any member of the Board authorized to sign the necessary requisitions therefor: chargeable to the general appropriation amounting to \$20,657.04 and to trust funds income \$1,568.17.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered: that the following persons be employed in the regular service at \$10 per week, each: Lawrence E. Thompson, Sewing Department, and John H. Sullivan, Bates Hall.

Historian's report

Employed:

Lawrence E. Thompson
John H. Sullivan

The Librarian presented a communication addressed to him by the Bindery Women's Local #56, requesting an increase in pay of \$3 per week to all women employees in the Bindery, and he was directed to reply, as in the case of the ^{request of the} men employees, that the Trustees have no appropriation to meet such increase.

Bindery Women's

Union, in re
increase in pay

The Librarian reported that in accordance with the vote of April 6th, he addressed a letter to the Mayor embodying a request for a special appropriation of \$50,000 for the installation of new steel stacks in the Beagden Street annex of the building; and Judge Murray stated that he presented this letter in person to His Honor, who has already sent to the City Council a request for a loan order covering the same.

Mayor requested to

make special
appropriation for
steel stacks to
City Council

Special privilege cards were granted to John H. Considine, John Evans Company, Eugene J. McBerthuy, M. H. Merrill Company, Stratford Publishing Company, and William Webster.

Special privileges

A conference was then held with Mr. Richard J. Lane, Chairman of the School Committee, and Mr. Jeremiah E. Burke, Superintendent of Schools, relative to the establishment of branch libraries in school buildings, as requested by the Mayor in his letter of March 7th.

School Committee

conference in the
matter of establishing
libraries in school
buildings.

The Vice President stated the Trustees' understanding of His Honor's wishes in the matter, and their willingness to cooperate with the School Committee in every way possible. Mr. Lane for the School Committee expressed approval of the suggestions, and thought that a plan of cooperation might be worked out in

Co-operation with

April 13, 1923
School Committee
Co-operation in the
matter of branches
in school buildings

Mayor informal of
action

Waive notice of
a special meeting
for election of
President and
Vice President

Election of
President to
succeed Dr. Mann

Arthur T. Connolly
elected President

Louis E. Kirstein
elected Vice President resigned.

connection with the new high school building soon to be erected in
Roxbury near Townsend Street.

After further discussion as to details, on motion of Judge
Murray, it was

Voted: that the Librarian be directed to inform the Mayor
that the Trustees have met with the School Committee in accordance with
his wishes, and have agreed upon a tentative plan to effect the full
purpose he has in mind; the details to be worked out later in connection
with the erection of any new school buildings, with special reference to those
districts where there is at present inadequate library facilities.

Mr. Lane and Mr. Burke then withdrew.

On motion of Mr. Currier, the following action was
ordered spread upon the record:

The undersigned waive notice of a special meeting to
be held April 13, for the election of a President, to fill
a vacancy and the election of a Vice President if a
vacancy shall occur.

(Signed) Louis E. Kirstein
" Guy W. Currier
" Arthur T. Connolly
" Michael J. Murray.

The Corporation then proceeded to the election of a
President to succeed Alexander Mann, resigned.

Vote for President:

Father Connolly voted for Louis E. Kirstein

Mr. Currier voted for Arthur T. Connolly

Mr. Kirstein voted for Arthur T. Connolly

Judge Murray voted for Arthur T. Connolly

and Arthur T. Connolly was declared elected President.

Father Connolly presented his resignation as Vice President;

and on motion of Mr. Currier it was

Voted: that the same be accepted.

Vote for Vice President to succeed Arthur T. Connolly

Father Connolly voted for Louis E. Kirstein

Mr. Currier voted for Louis E. Kirstein

April 13, 1923

Louis E. Kirstein

elected Vice President.

May 4, 1923

Mr. Kirstein voted for Michael J. Murray

Judge Murray voted for Louis E. Kirstein; and
Louis E. Kirstein was declared elected Vice President.

Voted: that the next regular meeting of the Corporation
be on Friday, May 4, 1923 at 4 o'clock p.m.

Dissolved:

Ellen Jean Doerny
Clerk.

Friday, May 4, 1923

The regular fortnightly meeting of the Corporation was
held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Gaston and Murray.

The President Father Connolly in the chair.

The record of the meeting of April 13, 1923 was read
and approved.

The following communications were received, read and
ordered placed on file:

" City of Boston,
" Office of the City Clerk
" April 13, 1923

" I hereby certify that
Guy W. Currier

having been duly appointed to be a Trustee
of the Boston Public Library, for the term ending
April 30, 1928, this day appeared and was sworn
as such officer.

Attest:
(Signed) W. J. Doyle
Asst. City Clerk.

" City of Boston
" Office of the City Clerk
" April 26, 1923

" I hereby certify that

William A. Gaston

having been duly appointed to be a Trustee
of the Public Library of the City of Boston,
for the term ending April 30, 1925, this day appeared
and was sworn as such officer.

Attest:
(Signed) W. J. Doyle, Asst. City Clerk.

Guy W. Currier
re-appointed a
trustee

May 4, 1923

Purchase of supplies

authorized

Librarian's report

Catherine Galvin,

increase in pay,

Margaret C. Tappen, transfer

Nazera S. Tradd

employed,

Theodora B. Scoff

promoted

Matilda M. Biggi

employed

Lucy E. Soule, retired,

Benjamin H. Carpenter

employed,

Charles W. Karlson, retired

Mary F. Burley

Cecilia M. Nazzaro

to carry over

unexpended vacation

Leave of absence

Olive M. Neilson

Ruth von Schoppe

Roxbury Branch

increase in rent

Special privileges

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$1632.24, for Binding \$17.20, and for Printing Department \$2753.73.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered: that beginning May 4, Catherine Galvin, assistant at the North End Branch be allowed grade increase in pay from \$15 to \$17 per week; that Margaret C. Tappen be transferred from the West End Branch to the Information Office, Central Library, with increase in pay from \$23 to \$24 per week; that Nazera S. Tradd be employed in the regular service as assistant at the West End Branch, at \$18 per week; that Theodora B. Scoff, assistant at the Tyler Street Reading Room be advanced to the position of Librarian, for a probationary period, at \$27 per week; that Matilda M. Biggi be employed in the regular service as a server in the Bindery, at \$20.24 per week; in place of Lucy E. Soule retired; and that Benjamin H. Carpenter be temporarily employed as electrician, at \$40 per week dating from April 20. to be continued as a regular employee on the retirement of Charles W. Karlson, on or about June 1, 1923.

On recommendation of the Librarian, Mary F. Burley and Cecilia M. Nazzaro of the North End Branch, were granted permission to carry over to 1923, unexpended balance of vacation allowance of 1922, of $6\frac{1}{2}$ and $7\frac{1}{2}$ days respectively.

The Librarian reported certain cases of absence of employees on account of illness, and on his recommendation it was

Voted: that Olive M. Neilson of the Uphams Corner Branch be granted a leave of absence of two weeks with full pay, and Ruth von Schoppe of the Issue Department a leave of absence of two months with half pay: on account of illness.

On recommendation of the Librarian, it was

Voted: that the rent of the premises occupied by the Roxbury Branch, - the Fellows Athenaeum Building, - be increased from \$1600 to \$2000 per year, beginning May 1, 1923.

Special privilege cards were granted to Guy de Berthillier, Irving J. Cooke, Charles F. Connick, Lawrence W. Corbett, Derby Robinson, James Meddiffe & Shattuck Corporation, A. Lawrence McKenzie, jr., George W. McHaffey,

May 4, 1923

Gladys Desbroy, Sister Elfreda, and The Industrial Company.

On recommendation of the Librarian, it was

Voted: that there be allowed and paid to the Rev. S. O. Kasperian, the sum of \$175, the same being for occupancy of the basement of the premises 397 Shawmut Avenue, from February 1, 1923 to date; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment said amount to be charged to the appropriation for Library Department 1923-24.

The President presented a check for \$764.30 from Mr. William Minot, Administrator of the Estate of Sarah E. Pratt late of Boston, being on account of distribution of one-twenty-fourth of the residue of said estate under the twenty-fourth clause of her will; and it was

Voted: that this sum be added to the "Sarah E. Pratt Fund" and the income applied to the purchase of books for the Dorchester Branch; and

Voted: that the check be transmitted to the City Treasurer to be invested, and the income applied to the purchase of books for the Dorchester Branch under the "Sarah E. Pratt Fund."

The President presented the following communications addressed to him, being applications for the position of Assistant Librarian made vacant by the retirement of Otto Reischner, which were read and ordered placed on file: from J. Harrison Cummings, Librarian of the Cambridge Public Library; from Chester A. S. Izakas, of the Branch Department, for this position or any other principal position that may become vacant; and a letter from Senator Albert J. Beveridge endorsing the application of Frank E. Blaisdell of the Issue Department.

Mr. Frank H. Callahan, Secretary of the Boston Bookbinders Union Local 16, and Miss Mary E. Meehan, President of the Boston Women's Local 56 were then heard on the petition of the employees of the Bindery for an increase in pay of \$4 per week to men and \$3 per week to women, the recent increase granted to all bookbinders by the Boston Typotheta. Mr. Callahan stated in detail the reasons for this requested increase, and urged on behalf of

fishes in cellar

S. F. Fruch

rent paid

Sarah E. Pratt Fund

addition to

Assistant Librarian

application for

appointment:

T. Harrison Cummings,

Chester A. S. Izakas

Frank E. Blaisdell

Frank H. Callahan

Mary E. Meehan

representing Union,

in behalf of Bindery

employees

May 4, 1923
 Binders: petition
 for increase in
 pay.
 Matter laid on
 table.

the Library employees a favorable consideration of the matter by
 the Trustees; after which he and Miss Meehan withdrew.

On motion of Judge Murray, it was

Voted: that the matter be laid upon the table
 for further consideration at the next meeting.

Dissolved:

Della Jean Deery
 Clerk.

BOSTON PUBLIC LIBRARY
BOARD OF TRUSTEES
RECORDS OF THE CORPORATION
VOLUME 12
1923 - 1934

Monday, May 7, 1923

May 7, 1923

Date for annual meeting of the Corporation.

Adjourned by the President to Friday, May 18, 1923 at
4 o'clock p.m.Alice Jean Deery
Clerk.

Friday, May 18, 1923

May 18, 1923

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier and Murray.

The President Father Connolly in the chair.

The record of the meeting of May 4, 1923 was read and approved.

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file, Miscellaneous Supplies for the Central Library and branches to the amount of \$4,651.59, for Bindery \$424.35 and for Printing Department \$39.85.

Purchase of
Supplies authorized

The following communication was received, read and ordered placed on file:

City of Boston
In City Council

Ordered: that the sum of \$50,000 be and the same is hereby appropriated to be expended by the Trustees of the Public Library for the equipping and furnishing of the Central Library Building Addition, and that to meet said appropriation the City Treasurer be authorized to issue, from time to time, on the request of the Mayor, bonds or certificates of indebtedness of the City to said amount.

Central Library Addition
Appropriation for
stack equipment

In City Council, April 23, 1923. Read once and passed.

Yours seven, Nays none.

In City Council, May 7, 1923. Read a second time and again passed - Yays seven, Nays none.

Approved by the Mayor May 11, 1923, he certifying on the original order that the foregoing loan is not, in his opinion, to meet a current expenditure.

Attest: (signed) W. J. Doyle

Assistant City Clerk.

The Librarian reported that proposals for the construction of steel stacks in the Annex, under this appropriation, had been advertised for, to be opened on Monday, May 28, 1923 at 12 o'clock noon.

Proposals for Steel
Stacks

The President presented the following communications addressed

May 18, 1923

Communications from:

Am. War Veterans Assn.

James J. Phelan.

Daniel J. Gillen.

John D. Sheehy.

John H. Glover for

position.

Brotherhood of Painters

Annual Report

Bindery and

Printing Department

for increases in pay

Mrs. E. A. Abbey

Objection to lighting

of Abbey paintings:

lights to be removed.

New window curtains

to him, and the Librarian was directed to acknowledge receipt of the same: from the Secretary of the American War Veterans Association dated April 17, in behalf of the request of James S. Kennedy and William A. McGowan of the Shelf Department for increase in pay; from Mr. James J. Phelan, dated May 9, in behalf of the application of Maurice Michelson for a position in the Bindery; from Mr. Daniel J. Gillen, Mayor's Secretary, dated April 21, recommending James E. Downey for a position as electrician; from Mr. John D. Sheehy dated May 15, requesting specifications on the transportation service with a view to submitting a proposal on the same; from Mr. John H. Glover, dated May 17, applying for the position of Assistant Librarian; and from the Secretary of the Brotherhood of Painters, requesting an increase in the pay of Alexander D. McGee, the Library painter.

The President presented a draft of the annual report for the year 1922-23, which was approved and adopted as the report of the Board, and ordered transmitted to His Honor the Mayor with the report of the Examining Committee, as required by the Ordinance.

The Librarian presented his annual report for the year 1922-23 which was accepted and approved, and ordered printed with the report of the Trustees and Examining Committee.

The matter of increase in pay to employees in the Bindery was taken from the table and considered, together with a request from employees in the Printing Department for increase in pay; after which, on motion of Judge Murray it was

Voted: that the President inform the representatives of the Bookbinders Union that the Trustees have given careful consideration to their request, and in view of the fact that there is no allowance in the present budget for such increase the Trustees are unable to take favorable action in the matter.

Judge Murray reported an interview with Mrs. Edwin A. Abbey, at her request, in the matter of the lighting of the Abbey pictures in the Delivery Room of the Library, to which she objects; and read a letter from her addressed to the Board in protest. After consideration, on motion of Mr. Currier, it was

Voted: that all lights over the Abbey pictures in the Delivery Room be removed, and that Mrs. Abbey be informed of this action.

The Librarian was directed to replace the present curtains

in the Delivery Room with others by which the lighting of the room may be controlled.

The following bills having been approved by the Librarian and certified by the Auditor to be correct were allowed and ordered paid: chargeable to the general appropriation amounting to \$18,571.04 and to trust funds income \$1,054.44.

Voted: that any member of the Corporation is authorized to sign bills, special drafts and payrolls of the Library.

Voted: that until otherwise ordered, the clerk of the Corporation is authorized to approve bills and payrolls, in the absence of the Librarian.

The Librarian's report was read by him.

The Librarian recommended that the title of Reading Room be changed to that of Branch; and presented a plan and recommendations for a grading of the Branch system in four classes, which was considered in detail; after which, on motion of Judge Murray, it was

Voted: that the Librarian's recommendations be approved and adopted; and in accordance therewith, it was

Voted: that the title of Reading Room be changed to that of Branch; and that the Branches be graded as Major Branches A and B, and Minor Branches C and D, as follows:

A: Charlestown, Codman Square, East Boston, North End, South Boston, South End, Uphams Corner, Warren Street, West End and West Roxbury; maximum salary of the Librarian \$35 per week;

B: Brighton, Dorchester, Hyde Park, Jamaica Plain, Mt. Bowdoin, Roslindale, and Roxbury; maximum salary of the Librarian \$33 per week;

C: Allston, Bayside Station, City Point, Jeffries Point, Mt. Pleasant, Parker Hill, Ryeview Crossing, and Tyler Street; maximum salary of the Librarian \$30 per week; and

D: Andrew Square, Fenwick, Lower Mills, Mattapan, Neponset and Orient Heights; maximum salary of the Librarian \$28 per week.

On recommendation of the Librarian it was

Ordered: that the position of Curator of the Public Catalogue, Catalogue Department, at \$31 per week, be re-graded,

May 18, 1923

Any trustee to sign

bills, drafts and

payrolls.

Clerk to sign in absence

of Director

Librarian's report

Reading Rooms:

title changed to

Branch

Branches graded

as major and

minor branches

with fixed salaries

Position of Curator of

Public Catalogue

re-graded

May 18, 1923

to that of Assistant in charge of Card Division, at \$37 per week.

Ordered: that the following increases in pay, provided

Increases in pay for in the budget, be allowed, to date from April 2, 1922:

Executive Department

Adelaide A. Nichols, \$40 to \$45 per week
 Della Jean Deery, \$32 to \$35 per week
 Timothy J. Mackin, \$31 to \$35 per week

Catalogue Department

Samuel R. Chavaler, \$55 to \$60 per week
 Mary H. Robins, \$40 to \$45 per week
 Mary A. Denney, \$32.50 to \$37 per week
 Michael McWhitty, Jr., transfer to
 Shelf Department, \$32.50 to \$37 per week
 J. Francis Brennan, \$31 to \$37 per week

Shelf Department

William J. J. Roffe, \$35 to \$40 per week
 George H. Connor, \$31 to \$35 per week
 Joseph W. Ward, \$29 to \$31 per week
 James P. Kennedy, \$25 to \$27 per week
 William H. McEntley, \$25 to \$27 per week
 William A. McGowan, \$25 to \$27 per week
 James L. Sullivan, \$25 to \$27 per week

Ordering Department

Theodosia E. Plimbury, \$40 to \$45 per week
 Emily O. Friedorff, \$31 to \$35 per week
 William C. Maier, Jr., \$31 to \$35 per week
 Christine Hayes, \$25 to \$27 per week
 Margaret J. Collins, \$25 to \$27 per week
 Margaret E. Sinclair, \$23 to \$25 per week

Bates Hall Reference

Frank H. Chase, \$55 to \$60 per week
 Agnes C. Dyke, \$31 to \$35 per week
 Michael J. Conroy, \$31 to \$35 per week
 Harry W. Mathews, \$25 to \$30 per week

Bates Hall Centre, Newspaper and Patent Room

Wesley E. Buckley, \$36.45 to \$40 per week
 William J. Mulloney, \$31 to \$35 per week
 Frederic Dery, \$35 to \$37.50 per week
 William J. Ennis, \$30 to \$32.50 per week
 Joseph A. Crowley, \$23 to \$25 per week

Periodical Room

Francis J. Finnigan, \$32 to \$35 per week
 William E. Clegg, \$23 to \$25 per week

Statistical Department

Horace L. Wheeler, \$32 to \$35 per week
 Morris J. Rosenberg, \$25 to \$27.50 per week

Registration Department

A. Francis Rogers, \$32 to \$35 per week
 Andrew J. Malar, \$25 to \$27 per week

Special Libraries

Walter Rowlands, \$33 to \$35 per week
 George S. Maynard, \$33 to \$35 per week
 Richard G. Appel (Temporary), \$28 to \$30 per week
 George C. Johnson, \$17 to \$20 per week
 Janice C. Smithers, \$15 to \$18 per week

May 18, 1923

Increases in
payIssue Department

Frank C. Haisdell, \$40 to \$45 per week
 Mary C. Sheridan, \$31 to \$35 per week

Children's Department

Alice M. Jordan, \$35 to \$40 per week
 Mary C. Jorg, \$28 to \$30 per week

Information Office

John H. Reardon, \$31 to \$35 per week

Branch Department

Clara V. Hayes, \$31 to \$35 per week
 Robert F. Dixon, \$31 to \$35 per week
 Marion C. McEntley, \$28 to \$30

Bindery

James W. Kenney, \$54.65 to \$60.00 per week

Printing Department

Francis W. White, \$48.90 to \$55 per week

Branches

Marian W. Brickett, Brighton, \$31 to \$33 per week
 (to be to Ellen F. Conley during her absence)
 Katherine J. Rogers, Charleston, \$31 to \$35 per week
 Elizabeth P. Ross, Godman Square, \$31 to \$35 per week
 Laura M. Cross, East Boston, \$31 to \$35 per week
 Grace L. Murray, Hyde Park, \$31 to \$33 per week
 Beatrice M. Hecaragan, Mt. Dorwin, \$29 to \$31 per week
 Mary J. Lawley, North End, \$29 to \$33 per week
 Helen M. Bell, Roxbury, \$31 to \$33 per week
 M. Florence Giffen, South Boston, \$31 to \$35 per week
 Margaret A. Sheridan, South End, \$31 to \$35 per week
 Mary J. Kelley, Uphams Corner, \$31 to \$35 per week
 Beatrice C. Maguire, Warren Street, \$29 to \$33 per week
 Fanny Goldstein, West End, \$31 to \$35 per week
 Garrick A. Morse, West Roxbury, \$31 to \$35 per week
 Emma G. Capowell, Mattapan, \$24 to \$28 per week
 Ellen C. McShane, Neponset, \$25 to \$28 per week
 Katherine J. Mylodon, Allston, \$27 to \$30 per week
 Margaret H. Reid, Mt. Pleasant, \$27 to \$30 per week
 Katrina M. Sather, Roxbury Crossing, \$27 to \$30 per week
 Edith R. Nickerson, Dorchester Station, \$27 to \$30 per week
 Catherine E. Kammery, Grant Heights, \$25 to \$28 per week
 Alice L. Murphy, City Point, \$27 to \$30 per week
 Mary M. Sullivan, Parker Hill, \$27 to \$30 per week
 Gertrude L. Cynell, Fenwick, \$25 to \$28 per week
 Margaret A. Calnan, Jeffries Point, \$25 to \$28 per week.

On recommendation of the Librarian it was

Ordered: that the following increases in pay be
allowed, to date from April 6, 1923.Lucian E. Taylor, Catalogue Department

\$35 to \$40 per week
 Ellen F. Conley, Brighton Branch, temporary
 increase during the absence of the Librarian,
 \$29 to \$33 per week
 Elizabeth H. McShane, Andrew Square Branch
 \$25 to \$26 per week.

Ordered: that the following grade increases in pay
take effect at the dates named:

Elva S. Schlafer, Issue Department
 \$12 to \$14 per week, May 4.

May 18, 1923

Increases in pay

Mary V. Doyle, Children's Department
\$19 to \$20 per week, May 18
Ruth M. Hayes, Children's Department
\$12 to \$13 per week, May 18
Alice E. Johnson, Ordering Department
\$21 to \$23 per week, May 18.

Margaret J. Twomey

employed

Ida W. Gould

leave of absence

Francis Watts Lee

leave of absence

Ordered: that Margaret J. Twomey be employed in the regular service, Issue Department, at \$12 per week.

On recommendation of the Librarian, Ida W. Gould of the Catalogue Department was granted a leave of absence of three months, June 1 to September 1, 1923, with half pay on account of ill health; and Francis Watts Lee, Chief of the Printing Department, a leave of absence for a period not to exceed eight weeks, without pay.

Oil burning plant;

Mayor wants considera-

tion given to question

The President reported an informal conference with the Mayor, at which His Honor expressed the hope that the Trustees would again take up for consideration the matter of installing an oil burning plant in the Central Library building.

Special meeting called

Voted: that a special meeting of the Corporation be held on Monday, May 28, 1923 at 4 o'clock p.m. to consider the proposals for new steel stacks in the Library annex; and that the next regular meeting be held on Friday, June 15, 1923 at 4 o'clock p.m.

Dissolved:

Della Jean Deery
Clerk.

May 18, 1923

Annual Meeting

Friday, May 18, 1923

The adjourned annual meeting of the Corporation was held in the Trustees' room at 5.30 o'clock p.m.

Present: Messrs. Connolly, Currier and Murray.

The President Father Connolly in the chair.

The reading of the record of the annual meeting of May 12, 1922 was dispensed with.

The Corporation proceeded to the election of officers by viva voce vote, as follows:

First vote for Clerk: Father Connolly voted for Della Jean Deery, Mr. Currier voted for Della Jean Deery, Judge Murray voted for Della Jean Deery, who was declared elected Clerk, and qualified for office by taking and subscribing the following oath:

Della Jean Deery
elected Clerk

May 18, 1923

I, Della Jean Deery solemnly swear that I will well and faithfully perform all the duties incumbent upon me as Clerk of the Trustees of the Public Library of the City of Boston.

Della Jean Deery

Suffolk SS. Subscribed and sworn to this eighteenth day of May, A.D. 1923.

Before me:

Frank C. Blaisdell
Notary Public.

First vote for President: Father Connolly voted for Arthur J. Connolly, Mr. Currier voted for Arthur J. Connolly, Judge Murray voted for Arthur J. Connolly; and Arthur J. Connolly was declared elected President.

Arthur J. Connolly
elected President

First vote for Vice President: Father Connolly voted for Louis E. Kirstein, Mr. Currier voted for Louis E. Kirstein, Judge Murray voted for Louis E. Kirstein, and Louis E. Kirstein was declared elected Vice President.

Louis E. Kirstein
elected Vice President

There being no further business the meeting was dissolved.

Della Jean Deery
Clerk.

Monday, May 28, 1923

A special meeting of the Corporation to consider proposals for the construction of steel stacks, was held in the Trustees' room at 4 o'clock p.m.

May 28, 1923
Special meeting

Present: Messrs. Connolly, Currier and Murray.

The President Father Connolly in the chair.

The President reported that at 12 o'clock noon on this day the following proposals for the construction of two additional tiers of steel stacks for the annex of the Central Library building were publicly opened and read:

Proposals for steel stacks opened and considered

Library Bureau	\$32,998
Van Dorn Iron Works	33,995
Art Metal Construction Company	37,406
Speed Company	44,070
General Drieproofing Corporation	46,850

Mr. Fay of Fay & Gale, Architects, was present by request; as well as representatives of the Van Dorn Iron Works, the Art Metal Con-

May 28, 1923

Shuckson Company, and Sneed Company who explained the merits of their particular stocks.

Recommendation of
Fox & Gale

Mr. Fox stated that there was a certain advantage to the Library in continuing the work already installed by the Library Bureau, and recommended that their proposal, being also the lowest, be accepted. After consideration, on motion of Judge Murray, it was

Proposal of Library

Bureau accepted
and contract
authorized

Voted: to accept the proposal of the Library Bureau of \$32,998 the lowest, and having the approval of the Architect; and that the President execute a contract with the Library Bureau for the performance of the work, subject to the approval of the Mayor and Corporation Council.

Voted: that the Librarian be authorized to return the checks deposited with the proposals.

Ventilation of Lecture

Hall: Survey of
entire system to be
made by Charles H.
Tenney Company

The Librarian presented a letter addressed to him by Fox & Gale, Architects, under date of May 17, suggesting in connection with the proposed work for improving the ventilation of the Lecture Hall a general survey of the entire ventilating system, and recommending that Charles H. Tenney Company be authorized to make such survey, at an expense not to exceed \$125. On motion of Judge Murray, it was

Voted: that the recommendation of Fox & Gale be approved, and the Librarian authorized to carry the same into effect.

Josiah H. Benton: in
re certain clauses
in will: President to
confer with City Auditor.

The Librarian presented a letter addressed to him by the City Auditor enclosing a statement of the Corporation Council regarding certain clauses in the will of the late Josiah H. Benton affecting the Library; and the President was requested to confer with the City Auditor in relation to the same.

Periodical list for
year approved

The Librarian submitted estimates for supplying domestic periodicals for the Central Library and branches for the year July 1, 1923 to June 30, 1924, as follows:

Herman Goebberger \$3,891.23

J. W. Taxon Company 3,948.68

and recommended that the order be given to the J. W. Taxon Company on account of their excellent service during the past two years; and on motion of Judge Murray, the Librarian's recommendation was approved and adopted.

Mr. Currier presented a letter addressed to him

by Mr. John D. Fitzgerald in relation to the pay of certain Library employees, which was read and referred to the Librarian.

May 28, 1923

Dissolved:

Lella Jean Deery
Clerk.

Friday, June 15, 1923

June 15, 1923

Date for regular fortnightly meeting of the Corporation at 4 o'clock p.m.

Present: Messrs. Connolly and Murray.

No quorum, adjourned to Friday, June 29, 1923 at 2 o'clock p.m.

Lella Jean Deery
Clerk.

Friday, June 29, 1923

June 29, 1923

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 2 o'clock p.m.

Present: Messrs. Connolly, Currier and Murray.

The President Father Connolly in the chair.

The records of the regular meeting of May 18, 1923 and of the special meeting of May 28, 1923 were read and approved.

On Friday, June 15, 1923, date for regular meeting, there being no quorum, the President and Judge Murray took the following action subject to confirmation by the Board at a later date:

"The Librarian was authorized to purchase according to a list submitted by him and to be placed on file: Miscellaneous supplies for the Central Library and branches to the amount of \$30,506.97, for Bindery \$42.17 and for Printing Department \$201.10.

Purchase of supplies
authorized

"Bills were allowed and ordered paid, as follows: charges to the general appropriation amounting to \$18,849.59, and to trust funds income \$611.20; also special drafts in favor of H. W. Bancroft Company for two Oliver typewriters amounting to \$94.50, and the J. W. Taxon Company for subscriptions to domestic periodicals July 1, 1923 to June 30, 1924 amounting to \$3,994.07."

Bills allowed and
ordered paid

June 29, 1923

Miscellaneous supplies

purchase authorized

Circulars from Mayor's

Office

Abbey paintings, letter

Regarding inadequate
lightingWalter Gibson Page offers
to lend Boston portrait

Letters from certain

employees regarding
salary increases

Librarian's report

Transfers and promotions

Grace C. Brady

Anna C. Lynch

Mary V. Wall

Ruth B. Sather

Nagera S. Tradd

Voted: that the action of the President and Judge Murray as read, be approved and confirmed.

The Librarian was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$985.42, for Bindery \$1.60 and for Printing Department \$240.5.

Circular letters No. 28 and 29 from the Mayor's Office were received, read and ordered placed on file.

An inquiry from the Mayor dated June 25, regarding the publication "Journal Officiel de la Republique Francaise" was read and referred to the Librarian.

A letter dated June 13, was received from Mr. Percival Hayward, concerning the inadequate lighting of the Abbey mural paintings in the Library and the Librarian was directed to acknowledge receipt of the same.

The President presented a letter addressed to him by Mr. Walter Gibson Page offering to lend to the Library to be hung in the Trustees' room his portrait of the late Josiah H. Burton; and on motion of Mr. Currier, it was

Voted: that the President ascertain from the Art Commission whether there is any objection on their part to the acceptance of Mr. Page's offer.

The President presented letters addressed to him by certain members of the Library staff asking for increase in pay - namely Abraham Snyder of the Catalogue Department, Katherine J. Gorham of the Shelf Department, Christ U. Mulloy of the Ordering Department, and a general request signed by some twenty others. Also a letter from Mary H. Newman, formerly in the Sunday and Evening service, asking for re-employment in that service.

The Librarian's report was read by him.

On recommendation of the Librarian, it was

Ordered: that the following transfers, promotions and increases in pay take effect at the dates named: June 29: Grace C. Brady, general assistant South Boston Branch, to the position of second assistant, with increase in pay from \$18 to \$23 per week; Anna C. Lynch, general assistant South Boston Branch, increase in pay from \$21 to \$23 per week; Mary V. Wall, general assistant South Boston Branch, increase in pay from \$17 to \$19 per week; Ruth B. Sather, first assistant Boston Square Branch, increase in pay from \$24 to \$25 per week; Nagera S. Tradd, transfer from the West End Branch to the position of second assistant Warren Street Branch, with increase in pay

June 29, 1923

Service changes.

Elizabeth B. Boudreau

Margaret M. Keenan

Retirement, Maud M. Morse

Employed:

Marion C. Kington

Dorothy E. Harvey

Margaret M. Vincent

Resigned, Helen M. Ripley

from \$18 to \$23 per week; Elizabeth B. Boudreau, general assistant, transfer from Orient Heights to Charlestown Branch, with increase in pay from \$17 to \$18 per week; July 2: Margaret M. Keenan, assistant Branch Department, to the position made vacant by the retirement of Maud M. Morse, with increase in pay from \$23 to \$24 per week;

Ordered: that the following persons be employed in the regular service: Marion C. Kington, first assistant Roxbury Branch, \$25 per week, June 29; Dorothy E. Harvey, assistant to Supervisor of Branches, \$23 per week, July 2, in place of Helen M. Ripley resigned; Margaret M. Vincent, general assistant Roxbury Crossing Branch, \$24 per week, July 13.

Ordered: that Henry Niederauer, Chief Engineer be allowed increase in pay from \$47 to \$50 per week, to date from April 2, 1923.

On recommendation of the Librarian, it was

Voted: that the following persons be granted additional vacation allowance or leave of absence, on account of illness or to offset time taken on account of illness: Della Jean Deery, Executive Department, and Pierce E. Buckley, Dates Hall, two weeks each, with full pay; Dora L. Butler, Catalogue Department, two weeks with full pay and two weeks with half pay; Maud M. Morse, Branch Department, two weeks with full pay; Mary G. Murphy, Bindery, 25 days with full pay; Theresa A. Masterson, Bindery, two weeks with full pay and one week with half pay; Ruth von Schoppe, Issue Department, extension of leave for four weeks with half pay; Katherine J. Gorham, Shelf Department, four weeks with full pay and four weeks with half pay; and Winthrop H. Cheney, Chief of Special Libraries, five weeks without pay.

Voted: that the Librarian be directed to grant an additional vacation allowance with pay, not to exceed in any case one-half of the regular vacation, where the employee would not receive any vacation or less than one-half of the regular allowance; such additional vacation only to be granted because of illness on the part of the employee, in proof of which a physician's certificate must be filed with the Librarian.

The President presented a check for \$3500 from Mr. Robert W. Hill, Trustee under the will of Mary Elizabeth Stewart, forwarded by Mr. Joseph P. Lyons, Assistant Corporation Counsel, in full satisfaction of the bequest of \$10,000 contained in the second clause of the codicil of said will, in accordance with the vote of March 17, 1922, and it was

Voted: that the bequest be funded as the "Mary Elizabeth

Additional vacation

general rule

Mary Elizabeth Stewart

Bequest, check

in settlement

Funded

June 29, 1923
Mary Elizabeth Stewart
Fund

Stewart Fund", the income to be applied to the purchase of books and other library material; and

Voted: that the check be transmitted to the City Treasurer to be invested, and the income applied to the purchase of books and other library material, under the name of the "Mary Elizabeth Stewart Fund."

Ventilation of
Lecture Hall
report on

The Librarian presented a letter from Messrs. J. & G. Gale, Architects dated June 27, containing a report from Charles H. Donney Company in the matter of improving the ventilation of the Lecture Hall, and an estimate of cost on the work to be done of from \$6000 to \$8000; and the Librarian was authorized to have specifications prepared, and advertise for proposals on the same in the usual way.

Summer votes

On motion of Mr. Currier it was

Voted: that during the summer months and until the next regular meeting, the President and any other member of the Board constitute a committee to make an award of contracts for repairs and improvements, and that the President be authorized to execute any contracts for repairs and improvements within the budget allowances.

Voted: that during the summer months and until the next regular meeting, any two members of the Board be a committee to approve lists of books and miscellaneous supplies submitted by the Librarian for purchase.

Voted: that the Librarian be authorized to contract for such labor and repairs as may be necessary during the summer months; and if necessary, to employ extra and substitute service within the limit fixed by the salary schedule.

Alex. D. McGee

John J. Griffin

Request for increase in
pay not granted

Communications from the Brotherhood of Painters requesting increase in the pay of Alexander D. McGee the Library painter, and from the Masons' Union requesting increase in the pay of John J. Griffin the Library marble man, were received and considered; after which, the Librarian was directed to inform the representatives of these Unions that no provision was made in the Budget for the increases requested; and further, that the Library is now paying higher wages to these men than is paid for similar work in other city departments.

William F. B. Graham

Request for allowance of
pay for extra service rate
while absent not granted.

The Librarian submitted a letter addressed to him by William F. B. Graham of the Catalogue Department stating that as allowed by the Mayor's Order of May 18 he wishes to attend the United States Citizens Training Camp August 1 to 31 without loss of pay, and requesting that his pay include the sum usually received by him for extra work in the Sunday and Evening service; and the Librarian was directed to inform Mr. Graham that the Trustees cannot overrule the Mayor's definition of the words "without

June 29, 1923

loss of pay" as being regular salary and not such sums as might be earned because of extra service rendered outside the regular employment.

A letter was received from Mr. John H. Rafferty, a temporary employee in the janitor department, asking to be placed on the regular service of the Library; and the Librarian was directed to inform Mr. Rafferty that all persons employed in the regular service in mechanical department must be certified by the Civil Service Division.

John H. Rafferty
application for
employment

A letter dated May 16 was received from the Rev. James D. Canaries, Chaplain of the James E. Welch Post No. 56 American Legion, requesting the exclusive use of the basement room in the West End Branch for meetings of the Post on Wednesday evenings; and after consideration, on motion of Mr. Currier, it was

Am. Legion Post
requests use of
basement room, W.E.
Branch; granted
temporarily

Voted: that the use of this room be granted temporarily; and that the Librarian confer with the applicant to ascertain the duration of the period for which it is required.

Special privilege cards were granted to Capt. Frank S. Miller, U.S.A., Macleod, Belser, Copeland & Pike, New England Insurance Exchange, Winslow Company, Inc., Engineering Economics Foundation, Division of University Extension, R. H. White Company, and Maginnis & Webb.

Special privilege
cards

On motion of Mr. Currier, it was

Voted: that until otherwise ordered, the Clerk be directed to send a copy of the record of each meeting of the Corporation, to each member, for approval before the next meeting.

Clerk to send copy
of records to Trustees

Voted: that the next regular meeting of the Corporation be on Friday, October 19, 1923, at 4 o'clock p.m.

Disolved:

Lella Jean Overy
Clerk.

Friday, October 19, 1923

October 19, 1923

Date for regular fortnightly meeting at 4 o'clock p.m.

Postponed by order of the President to Friday, October 26, 1923 at 3.30 o'clock p.m.

Lella Jean Overy
Clerk.

October 26, 1923

Friday, October 26, 1923

A regular meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs Connolly, Currier, Gaston, Kirstein and Murray.

The President Father Connolly in the chair.

The record of the meeting of June 29, 1923 as presented, was approved.

Report of committee acting during summer months

The report of the committee authorized to act in behalf of the Board during the summer months, was received as follows:

"The committee authorized on June 29, 1923 to act on behalf of the Board during the summer months, has consisted of the President and Judge Murray, and reports the following action taken:

"Bids were received and contracts awarded to the lowest bidders, for certain repairs and improvements as follows:

Contracts:
J. P. Dwyer Company
Frank H. Denmore Co.
Lynch & Woodward, Inc.

"On August 6, to J. P. Dwyer Company for a new boiler at the West End Branch, for the sum of \$1818; on September 1, to the Frank H. Denmore Company for the replacement of certain plumbing at the Central Library, for the sum of \$2902; and on September 22, to Lynch & Woodward, Inc., for a new ventilating fan in the Lecture Hall, for the sum of \$4164.

Supplies purchased

"Purchases were authorized as follows: Miscellaneous supplies for the Central Library and branches to the amount of \$8,268.02, for Bindery \$1,392.01, and for Printing Department \$442.90.

Bills allowed and paid

"Bills were allowed and orders paid as follows:
July 31st requisition, chargeable to the general appropriation amounting to \$16,666.00, and to Trust funds income \$870.87;
August 31st requisition, general appropriation \$4,228.51, and Trust funds income \$870.41; September 30th requisition, general appropriation \$19,652.72, and to Trust funds income \$190.15; and October 31st requisition, general appropriation \$19,416.88 and to Trust funds income \$573.18.

Special drafts

"Payment by special draft was allowed to Karl W. Hirschmann, for books, in the sum of \$555.25, to J. P. Dwyer Company, first payment on contract for boiler at the West End Branch, \$1474.30; and to the Frank H. Denmore Company

October 26, 1923

first payment on contract for the replacement of plumbing, \$1,110.95."

On motion of Mr. Gaston, it was

Voted: that the report of the committee as presented be approved, and the action confirmed.

Report approved

The Librarian's report was read by him.

Librarian's report

The Librarian reported the receipt of the marble bust of Henry James, presented as a gift to the Library, through Mr. John S. Sargent, by the sculptor Mr. J. Derwent Wood; and it was

Bust of Henry James gift of

Voted: that the Trustees of the Public Library of the City of Boston place upon record their appreciation and gratitude for the admirable original bust of Henry James, the distinguished author, the thoughtful gift of its sculptor, J. Derwent Wood, R. A.

The Librarian recommended that \$15,000 from the unexpended balance of Trust funds income, be transferred to the London account of the Library for the purchase of books; and presented certain bills, certified by the Auditor to be correct, which he recommended for payment by special draft, and it was

Trust funds income placed abroad for purchase of books

Voted: that there be allowed and paid to Messrs. Morgan, Grenfell Company of London, the sum of \$15,000, chargeable to Trust funds income, to be placed to the credit of the Trustees for the purchase of books; to A. C. Dunbar, the sum of \$954 for painting at the Hyde Park Branch; to James Wilkinson Company, the sum of \$683 for installing electric light fixtures on the Special Librarians floor; and to J. D. Willcutt & Sons Company for the sum of \$689.37 for repairs to walls at the West End Branch and concrete slab under toilet at Central Library; chargeable to the general appropriation; and the President or Vice President authorized to sign requests on the City Auditor for special drafts in favor of said payments.

Special draft

The matter of filling the position made vacant by the retirement of Mr. Fleischner, Assistant Librarian, was taken up; and the Librarian presented the following report and recommendation:

Otto Fleischner retirement.

Since the last meeting of the Board in June, the Librarian has given careful consideration to the problem of finding an adequately qualified person to fill the vacancy resulting from the retirement of Mr. Fleischner. In order to cover the professional field and to ascertain who were the educated, trained and experienced men who might be considered for appointment to a major position, the Librarian has talked with the directors and librarians of the following public libraries: New York, Brooklyn, Cleveland, Chicago, St. Louis, Buffalo and Detroit. Also with the librarians of the Library of Congress, the Newberry Library, Chicago, and the Harvard University Library. He has conferred with the Secretary and Vice President of the American

October 26, 1923
Report on retirement
of Assistant Librarian
and appointment
of successor

Library Association, the National Organization of Librarians,
with the editors of "Public Libraries" and "The Library Journal",
and the "Children's Weekly", and with the directors of the following
library schools: Simmons College, Western Reserve, Pratt Institute,
New York Public Library, and New York State Library.

As a result, the following are some of the interesting facts
that have been emphasized: the low salaries paid by the Board of Trustees
to persons holding positions of responsibility; that for \$4000, the amount
at present available for the position there are as many as five men to be
found who have the background of education and travel, wide experience
in library work, initiative, address and personality equal to a
candidate now in the service of the Library.

If however it were possible to offer \$5000 or \$6000 a year
for a person to fill the vacancy, there appear to be at least three men
of great promise in the library profession, whose development and
careers are being carefully watched, namely, the Librarian of the
Syracuse Public Library, the Librarian of the Tacoma Public Library,
and the Assistant Librarian of the Brooklyn Public Library. It is
not known whether any of these men would consider an offer to
accept the Boston position. They are mentioned only as being in
the first rank of promise in the \$5000 and \$6000 class in the
library field today.

Recommendations:

Title "Librarian"
changed to "Director"

Frank H. Chase
appointed "Reference
Librarian"

Della J. Reory appointed
"Exec. Secretary to Director"

Mr. Belden appointed
"Director"

The retirement of the Assistant Librarian offers an opportune time
for a change in the organization of the Library. The Librarian has
long felt that his title is a misnomer; that it does not adequately
describe or suggest the position as head of the institution; his duties
and responsibilities make him something more than the term "Librarian"
conveys; and therefore in following the precedent of the New York Public
Library, the New York State Library, the Carnegie Institute Library at
Pittsburgh, and the Harvard University Library, he recommends for your
consideration a change in the title of the chief executive, namely,
from "Librarian" to "Director". He also recommends for the Board's
consideration that Frank H. Chase, Custodian of the Bates Hall Reference
Department be appointed "Reference Librarian Central Library, at a
salary of \$4000 (present salary \$3120), to have direct charge of
all matters pertaining to the use of books, and such other executive
work as may be entrusted to him by the Director.

The Librarian also recommends for the consideration of the
Board that Della Jean Reory, assistant in the office of the Librarian
be appointed Executive Secretary to the Director at a salary of
\$2000 (present salary \$1820).

After an executive session, the following action was
taken:

Voted: that the office of Director of the Library be created,
and that Mr. Belden be appointed to that position with a salary of \$7500
per year; and

Voted: that the recommendation of Mr. Belden, the Librarian, in
reference to the position and salary of Miss Reory, be adopted; and

Ordered: that Charles F. Belden be appointed Director of
the Public Library of the City of Boston, at a salary of \$7500, and
Della Jean Reory, Executive Secretary to the Director, at a salary of \$2000,
to take effect October 26.

On motion of Mr. Carrier, the Director was requested
to present for the information of the Board a report on the qualifications
of the various applicants for the position of Assistant Librarian, namely:

Frank H. Chase, John H. Glover, Thomas Harrison Cummings, and Frank
B. Blaisdell; and after consideration of the same, on motion of Judge
Murray, it was

Voted: that the recommendation of the Director as to Mr. Chase,
be adopted: Father Connolly dissenting; and

Ordered: that Frank H. Chase be appointed Reference
Librarian, Central Library, at a salary of \$4000: to take effect October 26.

On motion of Mr. Carrier, it was

Voted: that the President be added to the Service Committee
to consider with the Director the question of increases in pay in general,
and the adoption of some plan for increase in pay based on length of
service.

On recommendation of the Director, it was

Ordered: that the following service changes take effect
at the dates named: transfer of Edith J. Daly from the Issue Department to
Special Libraries Department, increase in pay from \$12 to \$14 per week, as of
August 10; temporary transfer of Clara L. Jones, second assistant Bookster
Branch, to the position of supervisor of stacks, Issue Department, with increase
in pay from \$23 to \$25 per week, as of August 22; transfer of Mary E.
Mulvaney from the Issue to the Registration Department, with increase in pay
from \$22 to \$25 per week, as of October 12; transfer of Anna M. Brennan from
the Issue to the Branch Department, with increase in pay from \$15 to \$16 per
week, to take effect October 26; transfer of Amy M. Eaton from the Bookster Branch
to the Special Libraries Department, with increase in pay from \$18 to \$20 per
week, to take effect October 26; transfer of Dorothy A. McLaughlin general
assistant, from the Charlestown to the Roslindale Branch without change in pay;
Helen M. Hilton from the Branch Department to the position of general
assistant, Bookster Branch, without change in pay; and Vida E. Brooker,
general assistant, from the Roslindale to the Hyde Park Branch, without
change in pay.

Promotions: Registration Department, with increase in pay, as of
October 8: Virginia M. Tint, \$18 to \$19 per week; Edith A. von Schoppe
and Palmira Piccolo, \$16 to \$18 per week, each.

Promotions: Issue Department, with increase in pay, as of October
12: Flora A. Ennis, \$22 to \$24 per week; Mary M. Burke, \$21 to \$22 per week;
Mary A. McDonald, \$20 to \$21 per week; Ruth von Schoppe \$18 to \$19 per week;
Alice M. Kernan, \$17 to \$18 per week; Annie M. Twomey, \$15 to \$16 per week;

October 26, 1923
Applications for position
of Asst. Librarian

Frank H. Chase
appointed Reference
Librarian

Committee on Service

Service changes:

Edith J. Daly

Clara L. Jones

Mary E. Mulvaney

Anna M. Brennan

Amy M. Eaton

Dorothy A. McLaughlin

Helen M. Hilton

Vida E. Brooker

Virginia M. Tint

Edith A. von Schoppe
Palmira Piccolo

Flora A. Ennis

Mary M. Burke
Mary A. McDonald

Ruth von Schoppe
Alice M. Kernan

Annie M. Twomey

October 26, 1923

Eleanor S. Schaffer

Grade increases in pay

Eleanor S. Schaffer, \$14 to \$15 per week, and Santa M. Costa, \$12 to \$13 per week.

Grade increases in pay, to take effect October 26: Helen Schubert, Auditor's Office, \$25 to \$30 per week, Oscar Karel, Director's Office, \$12 to \$15 per week; William F. C. Graham, Catalogue Department, \$24 to \$25 per week; Edith Guernier, Supervisor of Branches \$55 to \$60 per week; Dorothy E. Harvey, Branch Department, \$23 to \$25 per week; Helen F. O'Hara, Loan Department, \$11 to \$12 per week; Annie J. Fuller, Branch Department, \$15 to \$14 per week; Mary J. Doherty and Isabel Finkelman, Branch Department, \$14 to \$16 per week, each; Henrietta J. Temple, Charlestown Branch, \$21 to \$23 per week; and Catherine P. Longhman, Uphams Corner Branch, \$23 to \$24 per week.

Employed in regular service

Employment in the regular service, to take effect October 26: Edward H. Rehwalt, Engineer Janitor Department, engineer at \$40 per week, under Civil Service rules; Lorraine A. Sullivan, general assistant, Special Libraries Department, \$25 per week; Marie M. Kennedy, general assistant, Codman Square Branch, \$13 per week; Alice J. Henry, general assistant, Mt. Bordon Branch, \$12 per week; and Lillian M. Balzer, general assistant, South Boston Branch, \$13 per week; and to take effect November 12, Mary E. Ames, acting librarian, Roxbury Branch, \$31 per week.

Leave of absence

On recommendation of the Director, it was

Mrs. Lincoln Whitney
Fund, payments from

Ordered: that the following leaves of absence and allowances from the Alice Lincoln Whitney Fund, be granted because of illness and in part recognition of long and faithful service: Mary M. Sullivan, librarian Parker Hill Branch, ten weeks with full pay, and \$60 from the Whitney Fund; Janny Joesting, librarian West End Branch, six weeks full pay and \$70 from the Whitney Fund; Margaret V. Rooney, assistant Brighton Branch, ten weeks full pay, and \$36 from the Whitney Fund; Alice A. Matherson, assistant Bindery, six weeks full pay, and \$50 from the Whitney Fund; and William H. McCarthy, Shelf Department, two weeks with full pay.

Charles W. Murphy

requests retirement;
allowance from
Whitney Fund

The Director reported that Charles W. Murphy, an employee in the Engineer Janitor Department, has requested retirement under the Veterans' Pension Law on account of ill health, and recommended that he be allowed the sum of \$100 from the Alice Lincoln Whitney Fund; and it was

Ordered: that Charles W. Murphy be allowed \$100 from the Alice Lincoln Whitney Fund, because of illness and in part recognition for nineteen years of faithful service.

October 26, 1923

David G. F. Schromm

Suspended

The Director reported that on October 2, he suspended from work David G. F. Schromm, an elevator attendant; and recommended that his services be terminated, the reasons being that on account of his conduct and habits he is an unsuitable person to be employed in the service of the Library; and it was

Voted: that the recommendation of the Director be carried upon David G. F. Schromm, and that he be notified that if he so requests in writing, he will be given a public hearing by the Trustees on Saturday, November 10, 1923 at 11 o'clock in the morning, in the Trustees' room at the Boston Public Library.

Gratuitous hearing

Special privilege cards were granted to Elbert Baker, M.D., Katherine Bartlett, F. H. Birch Company, Helen J. Crowley, Helen M. Curtis, Eleanor Eustis, William Arno Fisher, Elizabeth Gelfand, Genie Company, Miles L. Hawley, Edward W. Kearne, Jory M. Higgins, Grace E. Howard, Hutton Johnson Company, John Hancock Mutual Life Insurance Company, Carl S. Joly, Felicia and Frederick Kingsbury, C. J. Macdonald and A. W. Lawrie, Melane Silk Company, Arthur W. Marget, Kathleen J. Murphy, M. Louise Nichols, Ashton Sanborn, Savings Bank Association of Massachusetts, Mary H. Shid, Marie A. Sheehan, Sister Camillus, E. Ward Thompson, Gledys J. Ward, Nixon Watkinson, James W. A. Whitman, William C. Wheeler, Henry Wisnisky, and John L. Wright.

Special privilege
cards

Mr. Kirokin presented a letter addressed to him by the President of the First National Bank regarding the matter of space in the new Bank building for a business branch of the Library; which was referred to the Director for examination and report.

Business Branch
space for, suggested.

The following persons were appointed on the Examining Committee for 1923-24, and the President joined with the Committee as Chairman in accordance with custom: Rev. William J. Barry, Mrs. J. Parker Burr, Paul J. Butler, M.D., Mr. Francis M. Carroll, Mrs. Rosanna M. Dore, Mrs. Carl Dreyfus, Mr. Henry Gilson, Mr. Edward S. Gouletton, Mr. Henry E. Hammond, Mr. John Haynes, Miss Mary E. J. Healy, Mr. Victor A. Keith, Miss Heloise E. Hersey, Mr. Vincent A. Keenan, Hon. Frank Leveroni, Mrs. Marguerite J. Martin, William Jason Minter, M.D., Harold A. Murphy, M.D., and Miss Mary Ranney.

Examining Committee
1923-24

Voted: that the next regular meeting of the Corporation be held on Friday, November 16, 1923, at 4 o'clock p.m.

Dissolved: Della Jean Deary, Clerk.

November 10, 1923

Special Meeting

on Suspension of

David G. F. Schromm

Saturday, November 10, 1923

A special meeting of the Corporation, called for the purpose of hearing David G. F. Schromm in the matter of the Director's recommendation that his services in the Library be terminated, was held in the Trustees' room at 11 o'clock a.m.

Present: Messrs. Connolly, Currier, Kristein and Murray, Trustees; Mr. Belden the Director, Assistant Corporation Counsel Joseph P. Lyons, David G. F. Schromm, Attorney Herbert A. Kenny representing Mr. Schromm, Louise V. Coleman formerly an employee of the Library, and Henry Niederaner and Pierce E. Buckley of the Library service.

The President Father Connolly in the chair.

The Director presented the following specification of charges against Mr. Schromm as his reason for his recommendation:

"First: That on account of your conduct and habits

"you are an unsuitable man to be employed in the

"operation of an elevator at the Public Library

"inasmuch as while in the discharge of your

"duties as elevator operator at the Public Library on

"Saturday afternoon, September 29, 1923, you

"attempted to embrace and actually put your

"arms around one Louise V. Coleman, who

"was on the elevator at the time;

"Second: Because of your harsh and discursive

"answers to questions by patrons of the Library;

"Third: Because of the discussion that you have

"caused among the younger boys employed in the

"Library on account of your abusive language

"and unsavory conversation."

He also presented the original notice to Mr. Schromm of his recommendation, and the vote of the Board of October 26, 1923 as to a hearing on the same.

Mr. Lyons proceeded with the investigation, hearing on the first section of the specification Miss Coleman; and presented a statement, with the approval of Mr. Kenny for this hearing only, from Mary C. Sheridan of the Library service, who was a witness to the incident mentioned in this section, she being unable to be present at the hearing because of illness.

On the second and third sections of the specification Mr.

November 10, 1923

David G. F. Schromm

hearing on Suspension

Niederaner and Mr. Buckley were heard respectively.

Mr. Schromm was then heard and denied all the charges against him.

Mr. Kenny urged that the incident mentioned in the first section appears to have been merely a matter of fooling or indiscretion on the part of Mr. Schromm; and recommended favorable consideration of his case by the Trustees and a continuance of his services on probation.

After an executive session of the Board, section first of the specification was sustained, and sections second and third not sustained, and on advice of Mr. Lyons, the clerk ^{was directed} to notify Mr. Schromm that he was found guilty of the charge contained in the first section; and that his suspension of October 2, 1923 is permitted to stand until further notice to the contrary.

Dissolved:

Della Jean Deery

clerk.

Friday, November 16, 1923

November 16, 1923

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier and Murray.

The President Father Connolly in the chair.

The records of the regular meeting of October 26, 1923 and of the special meeting of November 10, 1923, as presented, were approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$2,600.24, for Binding \$169.56 and for Printing Department \$17.82.

The President presented a letter from Mr. Joseph P. Lyons, Assistant Corporation Counsel, dated November 12, containing a form of notice to be sent to David G. F. Schromm in the matter of his suspension from the Library service; which notice was duly forwarded by the clerk on November 13 as directed at the meeting of November 10. ^{Please on file.}

The following bills having been approved by the Director and certified by the Auditor to be correct were allowed and ordered paid: chargeable to the general appropriation amounting to \$14,446.25, and to trust funds income \$1,054.90.

Supplies purchased

David G. F. Schromm

notice of suspension

Bills allowed

November 16, 1923

Special drafts

Voted: that there be allowed and paid to the Frank H. Danvers Company, the sum of \$584.80 the same being the second payment on contract dated September 1, 1923, as per architects' certificate; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the general appropriation.

Transfer of budget items

To provide against deficiencies under certain items in the budget schedule appropriations the President was authorized to request the Mayor's approval for transfers from other items where there is a surplus.

Director's report

The Director's report was read by him.

On recommendation of the Director it was

Service changes

Ordered: that the following service changes take effect November 16:

Daniel P. Brown and Robert E. Brown, Special Libraries Department, grade increase in pay from \$10 to \$11 per week, each; Anne C. Lynch, South Boston Branch, advance to the position of acting first assistant, with increase in pay from \$23 to \$25 per week; Elizabeth M. Henagan, acting librarian, Mt. Bowdoin Branch, appointment as librarian, with increase in pay from \$31 to \$33 per week; Edith J. Cuddeback, Dorchester Branch, Katie J. Albert, Jamaica Plain Branch, Annie M. Loran, Roslindale Branch, Theodore D. Scott, Tyler Street Branch, acting librarians, appointment as librarians of the said branches, without change in pay; Veronica S. Hession, general assistant, Parker Hill Branch, temporary increase in pay to \$25 per week, during the absence of the librarian.

Ordered: that the following increases in pay take effect November 16:

Executive Department

Marion H. Shumway, \$26.85 to \$30 per week
Harriet Swift, \$25 to \$28 per week
Josephine E. Day, \$18 to \$20 per week;

Catalogue Department

E. Carolyn Merrill, \$27 to \$32 per week
Elizabeth G. Barry, \$25 to \$28 per week
M. Horace Campbell, \$25 to \$28 per week
Elsie W. Coolidge, \$25 to \$28 per week
Dora L. Cutler, \$25 to \$28 per week
Ida W. Ford, \$25 to \$28 per week
Ethel M. Hazlewood, \$25 to \$28 per week
Esther Linsenz, \$25 to \$28 per week
Gladys E. Cooke, \$25 to \$28 per week
May W. Crosby, \$23 to \$26 per week
Abraham Snyder, \$30 to \$33 per week
William T. U. Graham, \$25 to \$27 per week;

Shelf Department

James S. Kennedy, \$27 to \$28 per week
William H. McElrath, \$27 to \$28 per week
William C. McGowan, \$27 to \$28 per week
James S. Sullivan, \$27 to \$28 per week
Katherine J. Gorham, \$25 to \$28 per week
Anna E. Brown, \$21 to \$23 per week
Florence S. Richards, \$21 to \$23 per week;

Service schedule

revision

November 16, 1923

Service schedule

revision

Ordering Department

Hylen G. Bushing, \$23 to \$31 per week
Christine Hayes, \$27 to \$28 per week
Margaret J. Collins, \$27 to \$28 per week
Alice E. Hanson, \$23 to \$25 per week
Harriet V. Mullen, \$20 to \$22 per week
William J. O'Hara, \$15 to \$17 per week;

Bates Hall Centre, Patent and Periodical

Florence E. Sullivan, \$21 to \$23 per week
Katherine G. Sullivan, \$21 to \$23 per week
Sara May, \$15 to \$16 per week
Joseph A. Crowley, \$25 to \$26 per week
William E. Day, \$25 to \$26 per week;

Special Libraries

Margaret J. Cassidy, \$25 to \$27 per week
Julia R. Zupp, \$23 to \$25 per week
Eleanor L. Mulcahy, \$20 to \$22 per week;

Statistical Department

Morris Rosenberg, \$27.50 to \$28 per week;

Registration Department

Andrew J. Maier, \$27 to \$28 per week;

Issue Department

Mary E. Reporda, \$25 to \$27 per week
Lora E. Ennis, \$24 to \$25 per week
Mary M. Burke, \$22 to \$23 per week
Beatrice Coleman, \$20 to \$22 per week
Mary A. McDonnell, \$21 to \$22 per week
Ruth Ann Schoppe, \$19 to \$20 per week
Alice M. Korman, \$18 to \$19 per week
Annie M. Symmes, \$16 to \$17 per week
Eleanor S. Scheller, \$15 to \$16 per week
Saula M. Costa, \$13 to \$14 per week;

Children's Department

Anna L. Manning, \$23 to \$26 per week
Mary V. Doyle, \$20 to \$22 per week
Mabel M. McElwain, \$14 to \$15 per week
Ruth M. Hayes, \$13 to \$15 per week;

Information Office

Mary E. Day, \$25 to \$28 per week
Margaret C. Lappin, \$24 to \$25 per week;

Branch Department

Charles A. S. Szakas, \$26 to \$28 per week
Lucilia M. Kneffner, \$25 to \$28 per week
Eosie L. Doherty, \$24.50 to \$26 per week
Margaret M. Kavan, \$24 to \$25 per week
Richard Brown, \$25 to \$26 per week;

Printing Department

Emil L. Hoffman, \$40 to \$42.50 per week
George V. Aker, \$40.26 to \$42 per week
James Ray, \$40.26 to \$42 per week
Mary J. M. Doyle, \$36.15 to \$37.73 per week
George H. Carley, \$37.50 to \$37.50 per week;

Bindery

William P. Landest, \$37.50 to \$41.50 per week
James P. J. Gannon, \$37.50 to \$41.50 per week
John J. Ryan, \$37.50 to \$41.50 per week
William A. Brown, \$37.50 to \$41.50 per week
William Connell, \$37.50 to \$41.50 per week
John C. Delany, \$37.50 to \$41.50 per week
Ed J. Dwyer, \$37.50 to \$41.50 per week
Maxwell L. Eichhorn, \$37.50 to \$41.50 per week
Ralph E. Ford, \$37.50 to \$41.50 per week.

(continued)

November 16, 1923

Service schedule

revision

Bindery - continued

George W. Gallagher, \$37.50 to \$41.50 per week
 John J. Griffin, Jr., \$37.50 to \$41.50 per week
 John J. Hanaworth, \$37.50 to \$41.50 per week
 George Hoffner, \$37.50 to \$41.50 per week
 James P. Moores, \$37.50 to \$41.50 per week
 John J. Murphy, \$37.50 to \$41.50 per week
 John H. Watson, \$37.50 to \$41.50 per week
 William A. Wendell, \$37.50 to \$41.50 per week

Augusta Arnold, \$25 to \$28 per week
 Ellen F. Bots, \$22.24 to \$25.50 per week
 Matilda M. Biggi, \$20.24 to \$23.50 per week
 Gertrude M. Carey, \$20.24 to \$23.50 per week
 Mary J. Coffey, \$20.24 to \$23.50 per week
 Catherine J. Collins, \$20.24 to \$23.50 per week
 Elizabeth C. Cosgrove, \$20.24 to \$23.50 per week
 Emma M. J. Devine, \$20.24 to \$23.50 per week
 Mary C. Doman, \$20.24 to \$23.50 per week
 Genovis Felton, \$20.24 to \$23.50 per week
 Annie J. Flynn, \$20.24 to \$23.50 per week
 Margaret J. Kilay, \$20.24 to \$23.50 per week
 Anna L. Madeline, \$20.24 to \$23.50 per week
 Mary J. McElmery, \$20.24 to \$23.50 per week
 Alice M. Morris, \$20.24 to \$23.50 per week
 Mary J. Murphy, \$20.24 to \$23.50 per week;

BranchesBrighton

Ellen J. Conley, \$25 to \$26 per week
 Florence S. McManus, \$23 to \$24 per week
 Patrick Green, janitor, \$29 to \$31 per week;

Charlestown

Margaret J. McGovern, \$23 to \$25 per week
 Elizabeth C. O'Donnell, \$18 to \$20 per week
 Timothy C. Harrington, janitor, \$29 to \$33 per week;

City Point

Helen S. Murphy, \$18 to \$20 per week;

Cordman Square

Ruth D. Sather, \$25 to \$27 per week
 Mary Green, \$23 to \$25 per week
 Annie Reid, \$18 to \$20 per week;

Dorchester

Margaret S. Barton, \$25 to \$26 per week;

East Boston

Louise C. Bell, \$25 to \$27 per week
 William A. Dickford, \$22 to \$23 per week
 Everett J. Matthews, janitor, \$29 to \$33 per week;

Hyde Park

Kellie A. Stone, \$25 to \$26 per week
 John H. Hession, janitor, \$29 to \$31 per week;

Jamaica Plain

Kellie J. Riley, \$25 to \$26 per week
 Alice B. Orcutt, \$23 to \$24 per week;

North End

Helen J. Morrissey, \$23 to \$25 per week
 Robert C. Croso, janitor, \$29 to \$33 per week

Roxbury

Marion C. Triggman, \$25 to \$26 per week
 Martha L. C. Curry, \$23 to \$24 per week
 Sarah W. Gripp, \$22 to \$23 per week;

November 16, 1923

Service schedule

revision

South Boston

Grace C. Brady, \$23 to \$25 per week
 Mary V. Wall, \$19 to \$20 per week
 Mary J. Slattery, cleaner, \$25 to \$28 per week;

South End

Alice McErick, \$25 to \$27 per week
 Emma J. Lynch, \$23 to \$25 per week
 Clara S. Maxwell, \$18 to \$20 per week;

Tufts Street

Ruth M. Hayes, \$18 to \$20 per week;

Uphams Corner

Catherine P. Loughman, \$24 to \$25 per week;

Warren Street

Nagera J. Tradd, \$23 to \$25 per week;

West End

Geneva Watson, \$25 to \$27 per week
 Rebecca Millmeister, \$23 to \$25 per week
 Charles Hardy, janitor, \$29 to \$33 per week;

West Roxbury

Rebecca E. Willis, \$25 to \$27 per week
 Edward Schwartz, \$29 to \$31 per week.

The Director was authorized to increase the allowance for janitor service at the Andrew Square, Boylston Station, Lower Mills, Mattapan, and Neponset branches, from \$7 to \$9 per week.

The Director reported the continued serious illness of Theresa A. Matherson of the Bindery; and on his recommendation it was Voted: that Miss Matherson be continued on the payroll until further order.

In accordance with the vote of November 26, the Director presented a plan for increase in pay based on length of service; and after consideration, on motion of Mr. Currier it was

Voted: that hereafter, all employees in the regular service of the Library for a period of thirty-five to forty years be paid the sum of \$100 a year in addition to regular salary; for a period of forty to forty-five years, \$200 a year, and for a period of forty-five years or more, \$300 a year, in quarterly payments, to take effect as of September 1, 1923.

The Director submitted a letter addressed to him by Mr. Harrison H. Atwood, architect of the new high school building now under construction in Roxbury in which quarters for a branch of the Library are provided, in relation to an inscription for the stone panel over the entrance to the Library quarters; and suggesting that as the school is to be called the Roxbury High School the Library be called the Roxbury Branch Library. The Director

Janitor service
increase in
allowance

Theresa A. Matherson
leave of absence

Long service: allowance
in pay

Roxbury Branch
new quarters for
formerly Warren Street
Branch

November 16, 1923
Fellows Athenaeum
Branch, formerly
Roxbury Branch

recommended that the name of the present Roxbury Branch now located in the Fellows Athenaeum building on Millmont Street, be changed to that of Fellows Athenaeum Branch; and after consideration, on motion of Judge Murray, it was

Voted: that the present Roxbury Branch on Millmont Street be henceforth known as the Fellows Athenaeum Branch; and that the Warren Street Branch when transferred to the new quarters in the Roxbury High School building be known as the Roxbury Branch.

Request for Branch
at Forest Hills

Communications from Mr. Jean P. Nickerson and Mr. John J. Keating, representing the Francis Perkins Branch Association of Forest Hills and the Forest Hills Club, requesting the establishment of a branch of the Library in that district, were referred to the Director for examination and report.

Special privilege
cards

Special privilege cards were granted to Kenneth W. Debrock, Helen M. Bell, Joseph J. Casady, William P. Butler, Marguerite Davis, Jesse R. Derby, Duncan P. Ferguson, John J. Gallis, Edward G. Gilchrist, Frances L. Graves, Lucy Scott Harlow, Grace C. Hovos, Gertrude Lee, Granville S. McFarland, Christopher C. Mason, Robert, Robert Sushman, Helen E. Sullivan, Martha R. E. Williams, Michael W. Wadsworth, Edwin H. Wright, and to members of the Examining Committee.

Employees must not
accept cash gratuities

The President calls attention to the fact that certain employees of the Library are in the habit of accepting gratuities from patrons; and after consideration of the matter, on motion of Mr. Currier, it was

Voted: that the Director be instructed to notify all employees that the acceptance of cash gratuities for any service done in their regular hours of employment is forbidden.

Disolved:

Lella Jean Deary
clerk.

Friday, November 30, 1923

November 30, 1923

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Kirstein and Murray.

The President Father Connolly in the chair.

The record of the meeting of November 16, 1923 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1691.38, for Binding \$102.68 and for Printing Department \$88.25.

Supplies

The Director's report was read by him.

Director's report

On recommendation of the Director it was

Voted: that the President be authorized to request His Honor the Mayor for an extension of the time of completion of the contract with the Library Bureau for steel stacks, dated June 2, 1923, from October 2, 1923 to January 15, 1924; of the contract with Lynch & Woodward, Inc., for the installation of a ventilating fan in the Lecture Hall, dated September 22, 1923, from November 22, 1923 to December 15, 1923; and of the contract with the Frank H. Densmore Company for the replacement of certain plumbing at the Central Library building, dated September 1, 1923, from November 1, 1923 to January 1, 1924: Subject to the approval of the Law Department.

Library Bureau

completion of

contract; also

Lynch & Woodward, Inc.

Frank H. Densmore Co.

Voted: that there be allowed and paid to the Library Bureau the sum of \$19,975, being the first payment on contract dated June 2, 1923 as per architects' certificate: chargeable to the special appropriation for Library Building Addition; and to the J. P. Dwyer Company the sum of \$263.70, being the final payment on contract dated August 6, 1923, as per architects' certificate: chargeable to the general appropriation 1923-24; and that the President or Vice President sign requests on the City Auditor for special drafts in favor of said payments.

Special drafts

On recommendation of the Director, it was

Ordered: that the following service changes take effect

Service changes

November 30:

Grade increases in pay: Mary A. English, Issue Department, \$10 to \$11 per week, Florence B. Darling, Juvenile Branch, \$17 to \$18 per week;

Transfers and Promotions: Mary R. Santino, runner, Issue Department, to position of general assistant, with increase in pay from \$12 to \$14 per

November 30, 1923
Service changes

week, Rose J. Fitch, general assistant, transfer from South Boston to West Roxbury Branch, with increase in pay from \$13 to \$15 per week, Ruth M. Hayes, general assistant, temporary transfer from Tyler Street to Dorchester Branch, as second assistant, with increase in pay from \$20 to \$21 per week;

Appointments

Appointments to regular service: Ruth M. Shurges, assistant, Information Office, \$24 per week, Fannie R. Cohen, general assistant, Allston Branch, \$13 per week.

Leave of absence

On recommendation of the Director, the following persons were granted leave of absence without loss of pay, on account of illness and because of long and faithful service: Mary C. Sheridan, Issue Department, ten (10) weeks, Mary E. Dorman, Bindery, three weeks.

School Department

offers quarters
in new building
in East Boston

The Director presented a letter addressed to him by Mr. Jeremiah E. Burke, Superintendent of Schools, stating that plans for the construction of a new high school building in East Boston in the neighborhood of Brooks and White Streets are now under consideration by the School Committee, and asking whether the Library desires quarters in this building for a branch. After consideration of a report of the Director on the matter, he was requested to inform Mr. Burke that in view of the character and admirable location of the present East Boston Branch the Trustees are of the opinion that there is no need of another in that section of the city.

South End House
illustration for
South End Almanac

The Director presented a letter from Mr. Albert J. Kennedy of the South End House, asking the Trustees to bear the expense of an illustration of one of the Library rooms in the South End Municipal building, together with certain information respecting the same, for publication in a new edition of the South End Almanac, for free distribution in that district; and on his recommendation, he was authorized to expend a reasonable sum for such purpose.

Tokio Imperial University
ask for books for
library

A communication from the Acting Consul General of Japan asking the Library for a contribution of books towards the restoration of the Library of the Tokio Imperial University destroyed during the recent earthquake disaster in Japan, was referred to the Director for examination and report.

John J. O'Brien
request for increase
in pay

A request from Mr. John J. O'Brien of the Bindery for further increase in pay, or permission to continue extra service after regular hours, was not granted.

Special privilege cards were granted to the New England

confectionery company, Grace A. Dunkington, Andre S. Wozak, and the Williams Bookstores company.

The Director was requested to prepare for the consideration of the Board a Resolution on the retirement of Mr. Otto Heischner, former Assistant Librarian.

November 30, 1923

Otto Heischner,
retirement

Disolved:

ella Jean Deery
Clerk.

Friday, December 14, 1923

December 14, 1923

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kristein and Murray.
The President Father Connolly in the chair.

The record of the meeting of November 30, 1923 as presented, was approved.

A committee from the United Building Trades Council appeared in behalf of the Library electrician, Marbleman, and printer, asking for an increase in the pay of those men to \$44 per week each, being the Union scale paid in their trades. After the committee withdrew the matter was discussed at length, and referred to the Director for examination and report.

United Building
Trades Council
ask for increase in
pay of mechanics

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1555.17, for Bindery \$30.16 and for Printing Department \$240.

Supplies purchased

A request from employees in the Printing Department for a further increase in their pay, was referred to the Director for examination and report.

Printing Department
employees ask for
increase

A letter from the Art Commission dated December 8, approving the marble bust of Henry James, and its location in Bates Hall, was read and ordered placed on file.

Bust of Henry James
location

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation amounting to \$16,684.45, and to trust funds income \$2,101.30.

Bills approved

The Director's report was read by him.

Director's report

December 14, 1923

leave of absence

On recommendation of the Director the following persons were granted leave of absence on account of illness: Dorothy E. Horney, Branch Department, November 23, 1923 to January 1, 1924, half pay; Annie L. Heiman, North End Branch, December 13, 1923 to January 1, 1924, full pay.

Otto Fleischner
resolution on
retirement

In accordance with the request of November 30, the Director submitted the following Resolution on the retirement of Mr. Otto Fleischner, former Assistant Librarian, which was approved and adopted:

Resolved: that in the retirement of Otto Fleischner the Public Library of the City of Boston has been deprived of the services of a devoted and capable official who, for more than thirty years, contributed much to the life and progress of the institution. Mr. Fleischner entered the service of the Library on November 23, 1891. Soon after the occupation of the Beale Street building in 1895 he was chosen to organize the new Special Libraries Department which has since been conducted along the lines he inaugurated. On January 12, 1900, Mr. Fleischner was advanced to the position of Assistant Librarian. In this post, under three successive Librarians, he labored earnestly and indefatigably in the service of the Library, carrying many responsibilities easily and efficiently. He has withdrawn from the Library at the age of seventy, still full of energy and zest in life. The Trustees assure to Mr. Fleischner their enduring esteem and for his continuing happiness extend their hearty good wishes.

Resolved: that the Board of Trustees accord to him the freedom of the almshouse with the customary privileges; that this minute be placed upon the records and that a copy of the same be sent to Mr. Fleischner.

Charles P. Lebon
gives collection of
books, etc.

The President presented a letter addressed to him by the Mayor, announcing a gift to the Library by Mr. Charles P. Lebon of his collection of books, consisting of 219 volumes, pertaining chiefly to the history of France, its language and its literature, and it was

Voted: that the gift be accepted, and the President requested to make special acknowledgment of the same.

Special privilege cards were granted to Ethel C. Brown, Training Department of William Barnes Pono Company, John Richardson & Keane, Sister Isabel Margaret, and Harrison M. McDonald.

Dissolved: Della Jean Barry, Clerk.

Friday, December 28, 1923

December 28, 1923

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Kirstein and Murray.

The President Father Connolly in the chair.

The record of the meeting of December 14, 1923 as presented, was approved.

The Director's report was read by him.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$950.71.

A letter dated December 17 was received from Mr. Joseph P. Lyons, Assistant Corporation Counsel, in the matter of the suspension of David G. F. Schromm, advising the Trustees regarding his re-instatement; and after consideration, on motion of Judge Murray, it was

Ordered: that David G. F. Schromm, elevator attendant, suspended on October 2, 1923, be re-instated January 2, 1924: with a total loss of one month's pay.

A letter dated December 18, from the International Brotherhood of Stationary Firemen, in the matter of increase in wages of firemen, was read and ordered placed on file.

In accordance with the vote of December 14, the Director reported on the matter of the request of the United Building Trades Council for increase in the pay of certain mechanics in the employ of the Library: that after consultation with heads of certain city departments it was found that the Library is now paying higher wages to this class of employees than is paid in other city departments. On motion of Mr. Kirstein, the Director was requested to inform the United Building Trades Council that their request cannot be granted for the reasons stated in his report.

The Director reported on the request of employees in the Printing Department for increase in pay, referred to him on December 14, that the Library is now paying the scale of wages in this trade adopted by the Boston Typothetae Board of Trade; and he was requested to inform the Chief of the Printing Department that the request is not granted.

A letter from the Superintendent of Schools dated December 20, offering the Library quarters in a proposed new school building to be erected in the Samuel Adams district of East Boston, was referred to a

Director's report

Supplies purchased

David G. F. Schromm

re-instatement

International Brotherhood
of Stationary Firemen
pay of firemenUnited Building
Trades Council,
mechanics' payPrinting Department
employees' paySchool Department offers
quarters in new
school building

December 28, 1923

Allston Branch

proposed new
location

Mattapan Branch

trust fund for

Marble Statue

given to Library

Accepted.

Committee on

Estimates

Referendum on

American Peace Award

Edith Guerrier allowed
time

committee consisting of the President and Judge Murray, for examination and report.

The Director reported on the matter of a proposed new location for the Allston Branch, and the probable rent for the same; and on motion of Mr. Kirstein the matter was referred to Mr. Currier and the Director with power.

A communication from the Tax Department, dated December 21, in relation to the establishment of a trust fund for the benefit of the Mattapan Branch, was referred to the Director for examination and report.

The Director reported a gift to the Library from Mrs. Henry Shaw of Milton of a marble statue by Josiah Goldsmith Mead called "Echo", approved by the Art Commission for location in the West End Branch; and on motion of Mr. Kirstein it was

Voted: that the gift be accepted with the special thanks of the Trustees.

The Director reported that he is preparing his estimates for the maintenance of the Library for the coming year; and on motion of Mr. Kirstein, it was

Voted: that a committee consisting of the President and Mr. Currier advise with the Director on the preparation of the budget estimates.

The Director was authorized to cooperate with the Committee and jury on the Referendum on the American Peace Award to be conducted in January 1924, by the distribution of plans and ballots in the Library.

The request of Edith Guerrier, Supervisor of Branches, for an allowance of time to attend a meeting of the American Library Association in Chicago, December 29, to January 6, was granted.

Dissolved:

Della Jean Deery
Clerk.

Friday, January 11, 1924

January 11, 1924

Date for regular fortnightly meeting of the Corporation at
4 o'clock p.m.

No quorum.

Della Jean Deery
Clerk.

Friday, January 25, 1924

January 25, 1924

Date for regular fortnightly meeting of the Corporation at
4 o'clock p.m.

No quorum.

Della Jean Deery
Clerk.

Friday, February 8, 1924

February 8, 1924

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirstein and Murray.
The President Father Connolly in the chair.

The record of the meeting of December 28, 1923, as presented, was approved.

The President reported that on January 25, 1924, there being no quorum, he and Judge Murray took the following action, subject to confirmation by the Board at a later date:

"The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and Branches to the amount of \$808.58, for Binding \$196.23 and for Printing Department \$126.22.

Supplies for purchase

"The Director's budget estimates for the maintenance of the Library for the coming fiscal year, were approved as follows:

Estimates 1925

Adopted

A. Personal service	\$629,142.1
B. Service other than personal	80,549
C. Equipment	144,536
D. Supplies	35,290
E. Materials	14,300
F. Pensions	1,518

Total estimate \$905,614

February 8, 1924
Extra pay for
long service

Stack fittings for
 Annex, contract
 completed

Accepted

Payment for
 approved

Plumbing contract
 change approved

Contract completed

Payment approved

"A suggestion from the City Auditor that the additional compensation allowed quarterly to certain employees, be incorporated in their regular salaries and paid on the weekly payroll, was approved, and the Director requested to comply with the same.

"A communication was received from Jay Gale, Architects, stating that the work under the contract with the Library Bureau dated June 2, 1923, for furnishing and installing two additional tiers of steel stack fittings in the addition to the Central Library building, has been completed, and it was

"Voted: that the same be accepted as of January 12, 1924; and

"Voted: that there be allowed and paid to the Library Bureau the sum of \$13,023, the same being the final payment on contract dated June 2, 1923, as per Architects' certificate; and to Jay Gale, the sum of \$1,198.50 for professional services in connection with above contract as per bill of January 1, 1924; and that the President sign requests on the City Auditor for special drafts in favor of said payments, said amounts to be charged to the appropriation for Library Department, Central Library Building Addition Equipping and Furnishing, 1923-24.

"On recommendation of Jay Gale, Architects, it was

"Voted: that the following change be made in the contract with Frank H. Densmore Company dated September 1, 1923 for the replacement of certain plumbing at the Central Library building; and that the President sign the necessary orders for the same:

Item added

Replacing part of Marble tile floor
 in men's Public Lavatory \$81.07

On report of Jay Gale that the work under the above contract with Frank H. Densmore Company dated September 1, 1923, has been completed, it was

"Voted: that the same be accepted as of December 24, 1923; and
"Voted: that there be allowed and paid to Frank H. Densmore Company the sum of \$549.52, the same being the final payment on contract dated September 1, 1923 as per Architects' certificate; and that the President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Library Department, 1923-24.

February 8, 1924

Jay & Gale
 paid for
 professional
 services

Boston Music Week
 Committee, ask for
 quarters in Library
 building

School Committee
 offers of quarters
 in school buildings
 in E. Boston
 Report of Committee

Supplies, purchase
 authorized

Bills approved

Ventilating fan
 for Lecture Hall

"Voted: that there be allowed and paid to Jay & Gale, the sum of \$743.40 for professional services, the same being 10% commission on certain repair work, as per bill dated November 5, 1923, and that the President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Library Department 1923-24.

"A letter from Mrs. William Bruce Fisher in behalf of the Boston Music Week Committee on the observance of a National Music Week, May 4-10, 1924, asking for temporary quarters in the Library for the accommodation of the executive branch of the committee, was referred to the Director with power.

"The committee consisting of the President and Judge Murray to whom was referred the offer of the School Committee of quarters in a proposed new school building in East Boston, reported that after careful investigation they are of the opinion that there is no present need of another branch of the Library in the district named, and the Director was requested to inform the Superintendent of Schools of this action, and express the appreciation of the Board for his consideration."

On motion of Mr. Kirstein, it was

Voted: that the action of the President and Judge Murray as presented above, be approved and confirmed.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$4,043.87, for Binding \$116.95 and for Printing Department \$1.70.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation 1923-24 amounting to \$31,660.80 and to trust funds income \$2,006.91.

The Director presented a communication dated January 10, 1924 from Charles H. Tenney Company, Engineers, stating that the work under the contract with Lynch & Woodward dated September 28, 1923 for the installation of a ventilating fan in the Lecture Hall of the Library, was completed to their satisfaction on January 10, 1924, and recommending its acceptance; and it was

Voted: that the same be accepted as of January 10, 1924, and that the President's action in signing requests on the City

February 8, 1924
Lynch & Woodward
final payment on
contract

Auditor for special drafts in favor of Lynch & Woodward in the sum of \$905.95, being final payment on their contract dated September 22, 1923 as per Engineers' certificate; and in favor of Charles H. Tenney Company, in the sum of \$621.96 for professional services in connection with said contract, be approved and confirmed.

The Director's report was read by him.

Service changes

On recommendation of the Director, it was

Grade increases

Ordered: that the following grade increases in pay take effect February 8: Eileen M. J. Foley and Mary J. Daly, and Helen Griffin, Sub-Sinister, Issue Department, \$10 to \$11 per week, each; Julia H. Barry, Brighton Branch \$16 to \$17 per week; Dora Feldman, Warren Street Branch \$12 to \$15 per week; Frances Maltz, Warren Street Branch, \$14 to \$17 per week; Margaret M. Vincent, Roxbury Crossing Branch, \$14 to \$15 per week; Evelyn M. Oliver, Office Saint Branch, \$16 to \$17 per week; Rose Reed, Mt. Bowdoin Branch, \$16 to \$17 per week; Helen L. Lambert, South End Branch, \$16 to \$17 per week; Marion R. Herzog, East Boston Branch, \$17 to \$18 per week; Olympia M. Cella, North End Branch, \$18 to \$20 per week.

Promotion

Ordered: that Helen L. Morrissey, North End Branch, be advanced to the position of acting first assistant, with increase in pay from \$25 to \$27 per week; and Jack Perlis, Mt. Bowdoin Branch, to the position of second assistant, with increase in pay from \$18 to \$21 per week, to take effect February 8, 1924.

Employed

Ordered: that Florence M. De Luca be employed in the regular

Florence M. De Luca

service as general assistant at the East Boston Branch, at \$14 per week, February 8, 1924.

John J. Sullivan

Ordered: that John J. Sullivan be employed in the regular

Thomas J. Murphy
promoted

service, Engineer Janitor Department, as fireman, at \$33 per week, as of January 8, 1924: in place of Thomas J. Murphy advanced to the position of engineer; that Charles Webster be transferred from the position of elevator operator to that of janitor-laborer without change in pay: in place of Charles W. Murphy, retired on pension; and that Archibald L. Gleason be employed in the regular service as elevator operator at \$24 per week, as of October 26, 1923.

Archibald L. Gleason

Mary C. Sheridan

leave of absence

On recommendation of the Director, Mary C. Sheridan of the Issue Department was granted an extension of her leave of absence to March 15, 1924, without loss of pay: on account of illness and because of long and faithful service.

A request from the landlord of the premises occupied by the Parker Hill Branch for increase in rent, was received and considered; and on recommendation of the Director it was

Voted: that the rent of the premises occupied by the Parker Hill Branch be increased from \$60 to \$75 per month, beginning February 1, 1924.

The Director reported that under authority of the President, proposals for heating and lighting the two additional stacks in the addition to the Central Library building were duly advertised for; and that on Wednesday, January 30, 1924 at noon, such proposals were publicly opened and read, as follows:

Heating

J. J. Hurley Company	\$1435
Lugallo & Kendrick	1535
Lynch & Woodward	1578
J. P. Dwyer Co.	1640
Acme Heating & Ventilating Co.	1747
Law & Robins	2049

Lighting

James Wilkinson Co.	\$1507
H. M. Lobdell	1568
Edwin C. Lewis, Inc.	1982
Conner Electric Co.	1986
Stanton Electric Co.	2086

On advice of the Architects, it was

Voted: that the proposal of J. J. Hurley Company, \$1435, for heating, and of James Wilkinson Company, \$1507, for lighting, be accepted; and that the President or Vice President execute the necessary contracts for the same, subject to the approval of the Mayor.

The President presented a letter from the Acting Corporation Counsel, dated December 21, 1923, notifying the Trustees that he had received and transmitted to the City Treasurer a check payable to the City of Boston in the sum of \$11,781.44, paid in compliance with a decree issued in the case of Robert D. Massman, G. Edward Burt and Morris A. Duffy, Petitioners, v. Attorney General of the Commonwealth, Respondent, this sum to be used in accordance with the provisions of clause "A", Article 3 of the decree, as follows:

"One-half of said balance shall be paid in cash to the City of Boston, in said Commonwealth, to be by said city held in trust in perpetuity and the principal thereof kept intact, and be invested, and the income therefrom be from time to time devoted, by the Trustees of the Public Library of said City of Boston or their successors, to the maintenance of the Mattapan Branch, as-called, of the said Boston Public Library, in such way and manner as the Trustees of said Library shall deem best and fitting to promote the interest and well being of said Mattapan Branch of said Library."

February 8, 1924

Parker Hill Branch

request for increase in rent is allowed.

Proposals for heating

and lighting

additional stacks

Proposal of J. J. Hurley, Inc. for heating
James Wilkinson Co. for lighting

Mattapan Branch

"Oakland Hall Trust Fund"

February 8, 1924

Mattapan Branch

Oakland Hall

Trust Fund

Special Privilege
cards

Library closed.

funeral Ex-President
Wilson

Photostat machine

Recommended for
LibraryExamining Committee
report

February 29, 1924

J. H. Benton.
will of

It was

Voted: that the trust be accepted; and that the City Treasurer be requested to invest the sum of \$11,781.44 received under the same as "The Oakland Hall Trust Fund", the income to be applied to the purchase of books and other library material for the Mattapan Branch.

Special privilege cards were granted to the Barrett Company, Barnes & Richardson, Joan Burton, Russell A. Cook, S. Foster Damon, Clementine De Rocco, Tolson Engineering Company, Friedman, Robt & Little, James L. McLane, Grace P. Maynard, Howard C. Mott, Connell Tagells Advertising Agency, Gabriel Verina, Edward R. Pierce, Jenny Le Royer, and Edith G. Savage.

The Director reported that by direction of the Mayor relating to all city buildings, the Central Library and branches were closed on Wednesday, February 6, from 3 to 4 o'clock p.m. the hour of the funeral of Ex-President Wilson.

Mr. Kerstein presented a letter addressed to him by Messrs. Dunbar, Kutter & McBlennen, suggesting the desirability of adding a photostat machine to the library equipment; which was considered and referred to the Director for reply.

The report of the Examining Committee for 1923-24 was received.

Voted: that the next regular meeting of the corporation be on Friday, February 29, 1924 at 4 o'clock p.m.

Dissolved.

Walter Jean Deary
Clerk.

Friday, February 29, 1924

The regular fortnightly meeting of the corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Currier, Kerstein and Murray.

The Vice President Mr. Kerstein in the chair.

The record of the meeting of February 8, 1924 as presented, was approved.

A communication dated February 27 was received from Mr. Joseph P. Lyons, Assistant Corporation Counsel in relation to securing an interpretation of the twelfth clause of the will of the late Josiah H. Benton; and after consideration of the matter in consultation with Mr.

February 29, 1924

Benton, J. H.

Will: Trust De
partment to act
for Trustees

Supplies authorized
for purchase

Bills allowed
and ordered
paid

Sargent painting:
damage to;
repaired

Payment for work

David G. F. Schromm
claim for wages
during suspension

Award approved

Lyons who was present, on motion of Mr. Currier, it was

Voted: that the Corporation Counsel be authorized to take such action in his discretion on behalf and in the name of the Trustees of the Library or otherwise, as will secure a judicial decision as to the proper application of the income under the twelfth clause of the will of the late Josiah H. Benton.

The Director was authorized to purchase according to a list submitted by him and to be placed on file; miscellaneous supplies for the Central Library and branches to the amount of \$1072.14, for Bindery \$169.08 and for Printing Department \$52.14.

The Director reported that bills in the February 29th requisition chargeable to the general appropriation amounting to \$9069.63, and to trust funds income \$2825.02, having been approved by him and certified by the Auditor to be correct, were authorized for payment by Judge Murray on February 19; and this action was approved and confirmed.

The Director reported that on February 18 or 19 last, an attempt to damage the Sargent painting "The Synagogue" was made by some person unknown, by throwing ink on the canvas; and he presented a special report from Mr. H. E. Thompson of the Museum of Fine Arts on the removal of the ink without damage to the picture, together with a bill of \$100 for the work on the same; and it was

Voted: that there be allowed and paid to H. E. Thompson the sum of \$100 for repairs to the Sargent painting "The Synagogue", as per bill of February 25, and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the general appropriation, 1924-25.

The Director presented an order from the Committee on Claims of the City Council for an award of \$2014 to David G. F. Schromm in adjustment of his claim for wages during the period of his suspension from the service, November 3, 1923 to January 2, 1924; and on motion of Mr. Currier, it was

Voted: that the Trustees approve the award of the claim of David G. F. Schromm in the sum of \$2014, constituting back pay from November 3, 1923 to January 2, 1924 as presented by the Committee on Claims of the City Council; and that the Vice President be authorized to sign the same.

The Director's report was read by him.

February 29, 1924

Service changes

February 29, 1924

On recommendation of the Director it was
Ordered: that the following service changes take effect February

Transfer of Ethel M. Hazlewood from the Catalogue to the Branch Department, Cecilia W. Kueffer from the Branch to the Catalogue Department, and Kathleen E. Carter from the West End to the Adelphi Branch; without change in pay; promotion of Marion E. Kingman, first assistant Delaware Athenaeum Branch to the position of Librarian Mattapan Branch, with increase in pay from \$26 to \$28 per week; Michael McEntag, Shelf Department to the position of first assistant, in place of William J. J. Roffe, retired, with increase in pay from \$37 to \$40 per week; Nils J. Herland, Engineer Janitor Department, to the position of first assistant engineer, with increase in pay from \$40 to \$42 per week; appointment to the regular service of Zoltan Haraszti, assistant in charge of Barton-Ticknor Library, and Richard Gilmore Appel, assistant in charge of Music Division, Special Libraries Department, at \$53 per week, each.

The Director reported certain cases of illness; and on his recommendation it was

Leave of absence

Voted: that the following persons be granted leave of absence without loss of pay: on account of illness and because of long and faithful service:

Annie L. Skiman, North End Branch, four weeks

Caroline Curtis, Uphams Corner Branch, four weeks

Alice McElrick, South End Branch, eight weeks

Walter M. Leighton, watchman, three weeks.

Employment of

Katherine C. McGrath

The Director presented a letter addressed to him by the Division of Civil Service asking whether the Library Department desires the permanent transfer from the Park Department of Katherine C. McGrath; and it was

Voted: that the Director be authorized to request from the Division of Civil Service the permanent transfer of Katherine C. McGrath from the Park Department to the Library Department as housekeeper, at \$23 per week.

On motion of Judge Murray, it was

Cleaning women

placed on regular
service

Voted: that the Director be authorized to place at his discretion on the weekly payroll at \$16 per week for thirty-six hours service, not more than nineteen of the present cleaning force now employed on an hourly basis, appointment to be authorized at a later date.

The Director reported the retirement on February 29, 1924,

February 29, 1924

Henry Niederman

retired

Resolution

by the Boston Retirement Board, of Henry Niederman, Chief Engineer, and it was

Resolved: that the Board of Trustees of the Public Library of the City of Boston place on the official records its appreciation of the long and unselfish service in the interests of the Library of Mr. Henry Niederman, a faithful public servant for the past thirty years.

In the retirement of Mr. Niederman under the Pension Law, the members of the Board extend their good wishes and the hope that he may be blessed with good health and many years of happiness.

A communication from the Board of Election Commissioners dated February 19, requesting the use for voting purposes of the basement of the Brighton Branch building, and the Lecture Hall of the Central Library, was referred to the Director.

Special privilege cards were granted to the Metropolitan Chapter American Red Cross, Armstrong-Lazzaro Company, General Feature Service, Res. Charles A. Haney, Sister Julia, New England Bitumens Corporation, New England Printer, Roger J. Noble, John H. L. Noyes, and Leopold Pabillard,

Dissolved:

Alba Jean Deery
blank.

Friday, March 28, 1924

March 28, 1924

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirokin and Murray.
The President Father Connolly in the chair.

The record of the meeting of February 29, 1924 as presented, was approved.

The Director reported that on March 14, 1924 there being no quorum, Mr. Currier and Judge Murray took the following action subject to confirmation by the Board at a later date:

"The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1835.83, for Bindery \$974.27 and for Printing Department \$82.20.

Bills were allowed and ordered paid as follows: charges to the general appropriation amounting to \$13,646.82, and to trust

Election Commissioners

Lecture Hall, and
Brighton Branch for
voting purposes

Special cards

Action of Committee

Supplies for purchase

Bills allowed

March 28, 1924

Funds income \$1913.90.

On motion of Mr. Kirslein this action was approved and confirmed.

Supplies for purchase

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$870.95, for Bindery \$31.40 and for Printing Department \$38.15.

Draft on funds in London: bills

Bills for books payable by draft on funds on deposit in London, having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid and the President authorized to draw upon Messrs. Morgan, Grenfell & Company the necessary drafts therefor.

Director's report

The Director's report was read by him.

On recommendation of the Director it was

Service changes

Ordered: that the following increases in pay take effect March 28: Winthrop H. Chantry, Chief Special Librarian Department, \$25.00 to \$27.50 per year; Oscar Karrel, Executive Department, \$15 to \$16 per week; Edith J. Daly, Special Librarian Department, \$14 to \$15 per week; Mary M. McDonough and Ruth M. Hayes, Children's Department, \$15 to \$16 per week each; Florence B. Darling, general assistant Fenwick Branch, \$18 to \$22 per week; Marjorie McIntyre, general assistant, West Roxbury Branch, \$18 to \$20 per week; Bridget Healey, cleaner, Engineer & Janitor Department, \$20 to \$22 per week.

Ordered: that Emma C. Lynch, acting first assistant South Boston Branch, be advanced to the position of first assistant, with increase in pay from \$25 to \$27 per week.

Employee

Dennis C. O'Connell

Ordered: that Martin J. Quinn, fireman, be transferred to the position of watchman, without change in pay; and that Dennis C. O'Connell be employed as fireman at \$33 per week, to date from March 21.

Katherine C. McGrath

Ordered: that Katherine C. McGrath be employed in the regular service as housekeeper, Engineer & Janitor Department, at \$25 per week, to take effect March 28.

On recommendation of the Director, it was

Henry Niederauer paid for extra service

Voted: that there be allowed and paid to Henry Niederauer the sum of \$216.67, the same being for service in the Engineer Department from March 1 to 31, and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Library Department 1924-25.

On recommendation of the Director, the following persons were

March 28, 1924

Leave of absence

Walter M. Leighton
Caroline Burke
Alice M. Morris
Ellen F. Potts
Elsie W. Cookidge

granted leave of absence on account of illness and because of long and faithful service: Walter M. Leighton, Engineer Janitor Department, March 21 to April 1, 1924, with full pay; Caroline Burke, Typewriter Branch, four weeks with full pay; Alice M. Morris, Bindery, six weeks with half pay; Ellen F. Potts, Bindery, six weeks with full pay; Elsie W. Cookidge, Catalogue Department, six months: one month with full pay.

The Director presented a communication addressed to him by the Civil Service Department under date of March 21, enclosing a certified list of applicants for the position of Superintendent of Buildings; and after consideration, the matter was referred to Mr. Currier for examination and report.

Supt. of Buildings

list of applicants for

The Director presented a report made to him by the Supervisor of Branches on the matter of the mutilation of library books in the branches, with a specific case from the Brighton Branch, and after consideration, on motion of Mr. Currier, it was

Mutilation of library

books: Brighton Branch

Voted: that the matter be referred to Judge Murray for his consideration and action.

To be referred to Judge Murray

A communication was received from a committee of the Employees' Benefit Association asking permission to erect in the Library building a bronze memorial tablet to those members of the Library staff who served in the Great War; and presenting for consideration a photograph of a model of the same designed by Mr. Frederick W. Allen, and on motion of Mr. Currier, it was

Employees' Benefit Assn.

to erect bronze tablet in Library

Voted: that the memorial be accepted subject to the approval of the Art Commission; and that the location of the same be decided by conference between the President of the Board, the Director and Officers of the Benefit Association.

Accepted subject to approval of Art Commission

A letter dated March 28 was received from the Executive Chairman of the Boston Music Week Committee asking permission to arrange for concerts on the Library steps and in the interior court during Boston Music Week, May 4-10; and on motion of Judge Murray, it was

Music Week Committee

to arrange for concerts on Library steps and in Court

Voted: that the permission be granted subject to such regulations and conditions as the Director may approve.

A request from the Research Department of the Women's Educational and Industrial Union, for permission to copy one of the Sargent lunettes to be used in connection with the forthcoming meeting of the National Conference of Social Workers, was referred to the Director with power.

Sargent Paintings

a lunette to be used by W.E.I.U.

March 28, 1924
 Linotype operators
 request for more pay

Special cards

A request from the Linotype operators in the Printing Department for increase in pay was laid upon the table for consideration at a later meeting.

Special privilege cards were granted to Albert J. M. Anderson Mfg. Co., Everett Blake, Doll & Richards, W. Clark Durant, Isaac D. Everett, Mahel L. G. Fuller, Russell Grouse, H. F. Hartwell, Julia C. Knowlton, Kathryn L. Ford, Miriam Merritt, Josephine O'Connell, Joseph L. Richards, Roush & Raven, The Southgate Press, Temple Dours, and Mary Vitale.

Dissolved:

Walter Van Deery
 Clerk.

April 4, 1924
 Special meeting

Supt. of Buildings.
 Fred A. Barth
 appointed

Friday, April 4, 1924.

A special meeting of the Corporation was held in the Trustees' room at 5 o'clock p.m.

Present: Messrs. Connolly, Currier, Fursten and Murray.

The President, Father Connolly in the chair.

Mr. Currier reported on the matter of candidates for Superintendent of Buildings, referred to him at the last regular fortnightly meeting of the Board. After discussion and on motion of Judge Murray, it was

Voted: that Fred August Barth be appointed Superintendent of Buildings, on certification under date of March 21 last, from the Division of Civil Service, subject to its rules and regulations, at a salary of \$3000 a year, to take effect as soon as his release from his present position can be secured.

There being no other business to come before the Board, the meeting was dissolved.

Clerk pro tem.

Friday, April 11, 1924

April 11, 1924

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier and Murray.

The President, Father Connolly in the chair.

The records of the regular meeting of March 28, 1924 and of the special meeting of April 4, 1924, as presented, were approved.

Circulars No. 42 and 43 from the Mayor's office were read and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$153.96, for Bindery \$43.25, and for Printing Department \$144.44.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation amounting to \$19,918.24, to trust funds income \$763.47, and to the special appropriation for Library Building Addition, \$877.91.

The Director's report was read by him.

A letter dated April 9 was received from Mr. Fred A. Barth withdrawing his application for the position of Superintendent of Buildings; and on motion of Judge Murray, it was

Voted: that the Civil Service Department be requested to certify additional names for the position, and that consideration of the candidates be referred to Mr. Currier.

The Director reported that leases of the premises occupied by the Boylston Station and Warren Street branches will expire on April 30 next; and the matter of renewal of the same was referred to him with power.

The Director reported a gift to the North End Branch of the Library of a large silk American flag and standard from the Women's Relief Corps, Department of Massachusetts; and it was

Voted: that the President be requested to express the appreciation of the Trustees for this beautiful gift.

Special privilege cards were granted to J. O. Adams Company, Samuel A. Fuller, Maurice Taylor, and Rev. Leendert

Circulars from Mayor's
 office
 Supplies: purchase
 authorized

Bills allowed and
 ordered paid

Director's report

Fred A. Barth
 withdraws application
 Civil Service to furnish
 another list

Boylston Station and
 Warren Street branches
 leases expire

Gift of flag and standard
 N. End Branch

Special cards

April 11, 1924

J. von Leeumer.

Voted: that the next regular meeting of the Corporation be on Friday, May 2, 1924 at 4 o'clock p.m.

Dissolved.

Della Jean Deery
Clerk.

Friday, May 2, 1924

Date for regular meeting of the Corporation at 4 o'clock p.m.

No quorum.

Della Jean Deery
Clerk.

Friday, May 9, 1924

Date for annual meeting and regular fortnightly meeting of the Corporation at 4 o'clock p.m.

No quorum.

Della Jean Deery
Clerk.

May 12, 1924

Special meeting

Monday, May 12, 1924

A special meeting of the Corporation was held at #6 Mt. Vernon Place, Boston, at 1 o'clock p.m. to consider the selection of a Superintendent of Buildings.

Present: Messrs. Connolly, Currier and Murray.

The President Father Connolly in the chair.

After discussion, and on motion of Judge Murray, it was

Voted: that William F. Quinn be appointed Superintendent of Buildings, on certification under date of April 16 last from the Department of Civil Service, subject to its rules and regulations, at a salary of \$3000 a year, to take effect as soon as his release from his present position can be secured.

There being no other business to come before the Board, the meeting was dissolved.

Clerk pro tempore.

William F. Quinn
appointed Supt. of
Bldgs

Friday, May 23, 1924

May 23, 1924

Date for annual meeting of the Corporation in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier and Murray.

The President Father Connolly in the chair.

On motion of Mr. Currier, it was

Voted: that the annual meeting be postponed to Friday, June 6, 1924 at 4 o'clock p.m.

Della Jean Deery
Clerk

Annual meeting
postponed

Friday, May 23, 1924

May 23, 1924

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier and Murray.

The President Father Connolly in the chair.

The records of the regular meeting of April 11, 1924 and of the special meeting of May 12, 1924 as presented were approved. Circular No. 48 from the Mayor's office was read and ordered placed on file.

Mayor's circulars

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$26,573.77, for Bindery \$444.17, and for Printing Department \$139.08.

Supplies

The Director reported that on May 9, 1924, date for regular meeting, there being no quorum, the President and Judge Murray took the following action subject to confirmation by the Board at a later date:

Action of committee of Trustees

"Bills were allowed and ordered paid as follows: chargeable to the general appropriation amounting to \$14,327.90 and to trust funds income \$919.10

Bills allowed

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$3,053.90, for Bindery \$443.34 and for Printing Department \$42.80.

Purchases authorized

"Two candidates certified by the Department of Civil Service for the position of Superintendent of Buildings, were interviewed, namely William F. Quinn and Ralph W. Boners."

Supt. of Buildings: candidates
interviewed

May 23, 1924

On motion of Mr. Currier, this action was approved and confirmed.
The Director's report was read by him.

On recommendation of the Director, it was

Increases in pay:

Ordered: that the following increases in pay be allowed, to date from April 4, 1924: Engineer and Janitor Department: Bernard O'Brien, Dennis E. O'Connell, John J. Sullivan, firemen, and Richard Pierce and Martin J. Quinn, watchmen, \$33 to \$36 per week, each; Charles J. Unganski, janitor laborer \$27 to \$30 per week; Henry To. Frye, James J. Kelley, Patrick C. Kennedy, Charles Webster, janitor laborers, and William E. Cole, Archibald L. Gleason, William P. Hickey and David G. J. Schraun, elevator attendants, and Thomas J. Sexton, laboratory attendants, \$24 to \$27 per week, each; Elizabeth M. Breerton, Catherine Burke, Margaret J. Coffey, Julia Connors, Mary Connors, Nellie M. Corbett, Bridget J. Day, Annie M. Donney, Nora M. Foley, Mary Drager, Mary A. Grady, Jane J. Hanson, Mary A. Hopkins, Hannah Lydon, Catherine A. McBarthay, Bridget J. McGeehan, Katherine M. O'Gorman, Minnie Otto, Elizabeth Sullivan, cleaners, \$16 to \$18 per week, each: Printing Department: to meet the Union scale of wages in the Printing Trade: George V. Aker and James Reay, linotype operators, \$42 to \$42.46 per week, each; Mary J. M. Doyle, compositor, \$37.73 to \$38.13 per week.

Grade increases in pay

Ordered: that the following grade increases in pay take effect at the dates named: Edith A. von Schopper, Registration Department, \$18 to \$19 per week, May 9; Mary English, Loose Department, \$11 to \$12 per week, May 9; Annie M. Donovan, Librarian Roslindale Branch, Katie J. Albert, Librarian Jamaica Plain Branch, Edith J. Puddleton, Librarian Dorchester Branch, \$31 to \$33 per week, each, May 16; Helen S. Murphy, Assistant City Point Branch, \$20 to \$22 per week, May 23; Mary V. Wall, Assistant, South Boston Branch, \$20 to \$23 per week, May 23.

Anna M. Brennan
leave of absence

On recommendation of the Director, Anna M. Brennan of the Branch Department was granted a leave of absence of four weeks with half pay, on account of illness.

Change in contract
James Wilkinson & Co.

The following change in the contract with James Wilkinson & Company dated February 7, 1924 for the installation of an electric light system in the Central Library Addition, was approved:

Item deducted

Allowance for temporary lighting \$100.

Periodical list
1924-25

The matter of considering the Director's recommendations for the periodical list for 1924-25 and bids for subscriptions for the same, was referred to a committee consisting of the President and Judge Murray

May 23, 1924

with power.

On motion of Mr. Currier, it was

Voted, that the Director be requested to investigate and report to the Board the practicability of having built, a fireproof room for the most valuable of the books in the Library; and

Voted, that the President be instructed to take up with His Honor the Mayor the question of insurance on the collections of the Library.

The Director presented a letter addressed to him by Mr. John A. Farley, President of the Francis Parkman Parents Association of Frost Hills, asking for the establishment of a branch of the Library in that district; and he was directed to reply that the Trustees have at present no appropriation available for such purposes.

A letter from W. H. Ballard Company dated May 22, offering for rent for library use, part of a building on Huntington Avenue, was read and ordered placed on file.

Special privilege cards were granted to the Automobile Legal Association, Badger Fire Extinguisher Company, Boston Lockport Block Company, Paul P. Foster, Jeanette S. Greenberg, Thomas Lutz, Technicolor Motion Picture Corporation, Morton C. Tuttle Company, Ralph W. Watson & Co. and W. H. Whitcomb Construction Company.

Drafts of the Trustees annual report and the Director's annual report for the year ending January 31, 1924, were presented for the consideration of the Board.

Dissolved:

Lella Jean Deery
clerk.

Friday, June 6, 1924

Date for annual meeting and regular fortnightly meeting of the Corporation.

Postponed by order of the President to Friday, June 13, 1924 at 4 o'clock p.m.

Lella Jean Deery
clerk.

Fireproof room: for
valuable booksInsurance on
Library collectionsFrost Hills, request
for establishment
of branchW. H. Ballard Co.
offer building for
rent

Special cards

Annual reports:
Trustees and
Director

June 13, 1924

Annual meeting

Friday, June 13, 1924

The annual meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirstein and Murray.

The President Messrs. Connolly in the chair.

The record of the annual meeting of May 13, 1923, as presented, was approved.

The Corporation proceeded to the election of officers by visa voce vote as follows:

Della J. Deery

elected Clerk

First vote for Clerk: Messrs. Connolly voted for Della Jean Deery, Mr. Currier voted for Della Jean Deery, Mr. Kirstein voted for Della Jean Deery, Judge Murray voted for Della Jean Deery, who was declared elected Clerk, and qualified for office by taking and subscribing the following oath:

I, Della Jean Deery solemnly swear that I will well and faithfully perform all the duties incumbent upon me as Clerk of the Trustees of the Public Library of the City of Boston.

Della Jean Deery

Suffolk D. Subscribed and sworn to this thirteenth day of June, A.D. 1924.

Before me:

Frank C. Blaisdell

Notary Public

First vote for President:

Officers to be elected
in rotation

In accordance with the policy informally adopted by the Corporation a year ago that there should be a succession in office, members being elected in rotation in point of seniority of service, Messrs. Connolly retired as President and voted for Louis E. Kirstein, Mr. Currier voted for Louis E. Kirstein, Mr. Kirstein voted for Louis E. Kirstein, and Judge Murray voted for Louis E. Kirstein, who was declared elected President.

Louis E. Kirstein
President

First vote for Vice President

Judge Murray
Vice President

Messrs. Connolly voted for Michael J. Murray, Mr. Currier voted for Michael J. Murray, Mr. Kirstein voted for Michael J. Murray, Judge Murray not voting, and Michael J. Murray was declared elected Vice President.

The regular fortnightly meeting of the Corporation was then held.

Pages 51-52 removed because of defect: Della Jean Deery, Clerk.

June 13, 1924

The record of the meeting of May 23, 1924, as presented, was approved.

The following bills, having been approved by the Director and certified by the Auditor to be correct were allowed and ordered paid: chargeable to the general appropriation amounting to \$20,732.47, and to trust funds income \$1077.19.

The Director reported that on June 2, the President authorized payment by special draft of final bills on contracts for heating and lighting in the addition to the Central Library building, amounting to \$3126.20; and that the committee on the approval of the periodical list for 1924-25 and subscriptions for the same, accepted the bid of Herman Goldberger amounting to \$3908.30, chargeable to the general appropriation; and this action was approved and confirmed.

Voted: that the draft of the annual report of the Trustees be approved and adopted as the report of the Board, and transmitted to His Honor the Mayor with the report of the Examining Committee as required by the Ordinance; and that the report of the Director be accepted and approved, and ordered printed with the report of the Trustees and Examining Committee.

The Director's report was read by him.

The Director presented for consideration the purchase of a volume of six 16th Century Portolan Charts drawn on vellum, and bound in old French morocco, said to be contemporary with the charts, about 1580, offered by Quaritch of London for £400. He reported that its historical importance and commercial value has been confirmed by the best known authorities in this country, and strongly recommended its purchase. After careful consideration, on motion of Judge Murray, it was

Voted: that this volume be purchased at the price named, £400, to be charged to trust funds income.

On recommendation of the Director, it was

Ordered: that the following service changes take effect at the dates named: April 4: John J. Griffin, Marble Worker, Engineer and Janitor Department, increase in pay \$39.60 to \$42 per week; April 11: increase in pay of William M. Belzer, South Boston Branch, \$13 to \$15 per week; Rose D. Fitch, West Roxbury Branch, \$15 to \$16 per week; Evelyn F. Groatayne, Andrew Square Branch, \$15 to \$17 per week; employment in regular service of Katherine E. McManus, general assistant, South Boston Branch, \$15 per week; April 25: increase in pay of Alice F. Henry,

Bills allowed

Action of President

Annual Report
approved: to be
transmitted to
MayorPortolan Charts
purchase authorized

Service changes

increase in pay:
John J. Griffin
William M. Belzer
Rose D. Fitch
Evelyn F. Groatayne
Alice F. Henry

Employ:
Katherine E. McManus

June 13, 1924

Service changes:
increase in pay

Marie M. Kennedy, ek.
Cecilia T. Tut
Kenneth C. Barnes
Isadore Karp
Joseph F. Guinan
Mary R. Veiga
Helen A. Griffin
Angeline J. Horvath
Edlyn T. Perlman
William R. Brewster
Anne M. Connolly
Mary E. Ames

#12 to \$15 per week, Marie M. Kennedy, Codman Square Branch, #13 to \$15 per week; employment in regular service of Cecilia J. Tint, general assistant Charlestown Branch, #17 per week; June 6: increase in pay of Fannie R. Cohen, Allston Branch, #13 to \$15 per week, Katherine Galvin, South End Branch, #17 to \$18 per week, Marion R. Herzog, East Boston Branch, #18 to \$20 per week, Jessie M. Rindel, Roslindale Branch, #23 to \$26 per week; promotion of Olympia M. Bella, general assistant North End Branch, to position of second assistant, #20 to \$22 per week, Gertrude E. M. Leifgren, general assistant, Hyde Park Branch, to position of second assistant, #18 to \$23 per week, Catherine P. Dougherty, acting first assistant Uphams Corner Branch, to the position of first assistant, #25 to \$27 per week; employment in regular service: Kenneth C. Barnes, Newspaper Room, #12 per week, Isadore Karp, Special Libraries, #12 per week, Joseph F. Guinan, Catalogue Department, #12 per week, Mary R. Veiga, general assistant East Boston Branch, #14 per week; June 13: increase in pay of E. Carolyn Merrill, Catalogue Department, #32 to \$35 per week, Joseph W. Ward, Shelf Department, #31 to \$34 per week, Harry W. Mathews, Bales Hall, #30 to \$32 per week, Mary E. Mulvaney, Registration Department, #25 to \$27 per week, Lorraine A. Sullivan, Special Libraries, #25 to \$27 per week, Amy M. Eaton, Special Libraries, #20 to \$21 per week, Anna L. Manning, Children's Department, #26 to \$27 per week, Frederic Leroy, Newspaper Room, #32.50 to \$34 per week, William J. Ennis, Patent Room, #32.50 to \$34 per week, Marian A. McCarthy, Branch Department, #30 to \$32 per week, Dorothy E. Horvay, Branch Department, #25 to \$28 per week, Ruth M. Sturges, Branch Department, #24 to \$25 per week, Annie J. Fuller, Branch Department, #17 to \$18 per week, Louise M. DeLue, East Boston Branch, #14 to \$15 per week; promotion of Elizabeth D. Boudreau, general assistant, from Charlestown to Orient Heights Branch, #20 to \$22 per week, Marjorie McDintyre, general assistant West Roxbury Branch to position of second assistant, #20 to \$23 per week; employment in regular service of Helen A. Griffin, Issue Department, #15 per week, Angeline J. Horvath, Bindery, #23 per week, Edlyn T. Perlman, Bales Hall, #14 per week, William R. Brewster, Catalogue Department, #25 per week, Anna M. J. Connolly, South Boston Branch, #15 per week; appointment of Mary E. Ames, acting Librarian Fellows Athenaeum Branch to the position of Librarian, and the transfer of Beatrice C. Maguire, Librarian Warren Street Branch to the position of Librarian Uphams Corner Branch without change in pay.

June 13, 1924

Leave of absence:

Cecilia M. Nazzaro
Helen G. Cushing

J. H. Benton portrait
by M. G. Page not
approved

Bindery: purchase of
oversewing machine

Insurance on Library
collections: report
by Budget
Commissioner:

On recommendations of the Director, it was

Ordered: that the following persons be granted leave of absence on account of illness: Cecilia M. Nazzaro, North End Branch, one month with full pay; and Helen G. Cushing, Ordering Department, two months with half pay.

A letter from the Art Commission dated May 22 in regard to the Walter Gilman Page Portrait of the late Josiah H. Benton, stating that the painting is not of sufficient merit to justify its placing in the Public Library, was read and ordered placed on file.

The Director submitted for approval a contract for the purchase of an Oversewing Machine for the Bindery, at a cost of \$48.25, included in the annual budget; and he was authorized to sign such contract.

Mr. Connolly reported that in accordance with the vote of May 23 last, he presented to the Mayor for consideration the question of insurance on the Library collections, who instructed the Budget Commissioner to investigate and report on the matter; and in connection with the same the Director presented the following letter addressed to him by the Budget Commissioner, which was read and ordered placed on file:

City of Boston, Budget Department

City Hall, June 2, 1924

"Charles J. Allen, Esq.

"Director of the Boston Public Library

"Copley Square, Boston, Mass.

"Dear Sir:

"I am in receipt of a letter from the Mayor in which
"he requests this office to ascertain what is being done in the other
"large cities of the country relative to the safeguarding of
"valuable books and manuscripts which could not be replaced
"in the event of loss by fire. Before engaging in corres-
"pondence with other cities I felt it advisable to ask you if
"you had in your files any information on this subject.
"If so, would you mind allowing me the privilege of examining
"the same. Would you, in case such information is not in
"your possession, advise me as to the best manner of obtaining
"the same."

Very truly yours

(Signed)

Charles J. Allen,
Budget Commissioner.

Safeguarding
valuable collections

June 13, 1924
Fireproof room

report of Fireproof room
referred to a committee

The Director reported that in accordance with the request of the Board of May 23, he is having the matter of a fireproof room in the Library carefully considered by Fay & Gale, Architects, and on motion of Mr. Currier, it was

Voted: that when the report of Fay & Gale is presented, it be submitted to the President, who with any other member of the Board as a committee, shall have power to take such action on the same as may be desirable.

Proposal from Edison
Co. for supplying
light and power

The Director presented a proposal from the Edison Electric Illuminating Company for the supply of Edison light and power at the Central Library, which was referred to him for examination and report.

Employees allow-
ance to attend A. L. A.
conference

In his recommendation, the Director was authorized within his discretion to grant leave of absence without loss of pay to Library employees who wish to attend the Annual Conference of the American Library Association at Saratoga Springs, N. Y. June 30 to July 5, 1924.

Additional vacation

Voted: that the Director be authorized to grant an additional vacation allowance with pay, not to exceed in any one case one half of the regular vacation allowance, where the employee would not receive any vacation or less than one half of the regular allowance: such additional vacation only to be granted because of illness on the part of the employee, in proof of which a physician's certificate must be filed with the Director.

Summer committee
appointed

Voted: that during the summer months and until the next regular meeting, the President, or in his absence the Vice President, and any member of the Board constitute a committee to make an award of contracts for repairs and improvements; and that the President or Vice President be authorized to execute any contracts for repairs and improvements within the budget allowance.

Voted: that during the summer months and until the next regular meeting, any two members of the Board be a committee to approve lists of books and miscellaneous supplies submitted by the Director for purchase.

Voted: that the Director be authorized to contract for such labor and repairs as may be necessary during the summer months; and if necessary, to employ extra and substitute service within the limit fixed by the salary schedule.

Special cards

Special privilege cards were granted to Jan S. Brown, Bruce L. Connolly, Cornhill Publishing Company, Joseph E. Gilbreath, The Independent Publications Company, Raymond J. McInnis, Newell Co.

June 13, 1924

Maynard, O'Connell & Shaw, James E. O'Neil, and Percy Schwarz.

Voted: that the next regular meeting of the Corporation be held subject to the call of the President: not later than Friday, October 10, 1924.

Disclosed:

Vella Jean Deery
Clerk.

Friday, October 17, 1924

October 17, 1924

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirstein and Murray.

The President Mr. Kirstein in the chair.

The record of the annual meeting, and regular fortnightly meeting of June 13, 1924, as presented, was approved.

The report of the committee authorized on June 13, 1924 to act in behalf of the Board during the summer months, was received as follows:

Report of action of
Summer committee
approved

"The committee authorized on June 13, 1924 to act in behalf of the Board during the summer months, reports the following action taken:

"Purchases were authorized as follows: miscellaneous supplies for the Central Library and branches to the amount of \$13,258.34, for Binding \$1,488.91 and for Printing Department \$1,652.06.

"Bills were allowed and ordered paid, as follows:

"July 31st requisition: chargeable to the general appropriation amounting to \$17,564.83, and to trust funds income \$1,191.70;

"August 31st requisition: general appropriation, \$15,114.76, and trust funds income \$952.28;

"September 30th requisition: general appropriation \$18,845.39 and trust funds income \$533.70.

"Payment by special draft was allowed as follows:

"Oversewing Machine Company, sewing machine for Binding \$4,631.06,

"Frank H. Dunsmore Company, plumbing repairs, Central Library

"\$591.60, Grinnell Company, automatic sprinklers for basement,

"Central Library, \$805, Albert E. Roberts, additional heating

"apparatus, Brighton Branch, \$124, J. H. Whitman, Printing

"brick and stone work, Brighton Branch, \$775, Herbert A. Toller,

October 17, 1924.

"electric wiring and fixtures, West End Branch, \$276.92."

Voted: that the report as presented be accepted, and the action approved and confirmed.

Purchase of Supplies

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and Branches to the amount of \$531.87, for Bindery \$608.08, and for Printing Department \$24.42.

David P. Kimball
estate. Check for
\$10,000 bequest:
funded.

The Director reported that on August 8, 1924, a check for \$10,000 was received from the executor of the estate of the late David P. Kimball, in payment of a bequest of that amount to the Library; and that the Vice President had signed a receipt for the same, and forwarded the check to the City Treasurer to be funded as the "David P. Kimball Fund", the income to be applied to the purchase of books, and it was

Voted: that the action of the Vice President be approved and confirmed; and that this bequest be funded as the "David P. Kimball Fund", and the income applied to the purchase of books in accordance with the terms of the Eleventh Clause of the will.

Bequest from

Mrs. John L. Gardner

A letter dated July 26, 1924 was received from Mr. Arthur J. Johnson, executor of the estate of the late Mrs. John L. Gardner, benign notice of a bequest by her to the Library, of \$5000. Read and ordered placed on file.

Lighting expert to
be employed to improve
lighting system

A letter from the Mayor dated July 22, 1924, requesting the Trustees to consider the advisability of employing a lighting expert to make a survey with a view to improving the lighting system in the Central Library and branches, was read; and the Director reported that under direction of the President, action had been taken to secure such advice from the Massachusetts Institute of Technology.

Bills allowed

The following bills, having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid, chargeable to the general appropriation amounting to \$21,135.06, and to trust funds income \$384.56.

Light and power

Replacement of present
plant, or discontinuance
of this service

Mr. Charles J. Fay, Budget Commissioner, was present at his request to confer with the Trustees regarding the report and recommendation to be made to the Mayor in relation to the replacement or repair of the present electric light and power plant, or the discontinuance of this service and the

October 17, 1924

Light and power
estimates of cost
to be secured

substitution of Edison current for light and power at the Central Library. Mr. Fay suggested that the Trustees have definite estimates of cost in each case, to be presented with the report; and the Director was requested to secure at once, at least two estimates of cost for new equipment and repair of certain old equipment, to put the plant in proper condition.

Mr. Fay reported also on the matter of fire insurance for the Library as requested by the Mayor in June last; that his investigation of the subject showed that with few exceptions, municipal buildings do not carry insurance, and in cases where they do the cost is paid from the income of funds not appropriated by the municipality; and that the City of Boston would not be able to consider the matter of insurance for the Library because of the expense. He suggested that the safe-guarding of valuable books and manuscripts might be effected by setting apart a specially equipped room for such material, and by a re-arrangement of certain exits, etc. to avoid drafts.

After discussion of these two subjects Mr. Fay withdrew.

A communication dated August 1, 1924 was received from the Board of Free Public Library Commissioners, calling attention to an Act of the Legislature of 1924 which provides for the return to cities and towns of the State of \$2,000,000, "Surplus funds collected to provide suitable recognition of those residents of Massachusetts who served in the Army and Navy of the United States during the war with Germany", to be held as a special fund to be appropriated for the purpose of acquiring land or constructing buildings or other structures as memorials to soldiers, sailors and marines; and stating that the amount available for Bostonville be \$395,706.74. After consideration, it was

Voted: that the President be requested to ask His Honor the Mayor for a sum of \$100,000 from this fund, to be used in equipping a memorial treasure room in the Central Library building.

A communication dated September 22, 1924 was received from the Board of Street Commissioners, notifying the Trustees of an award of \$24,500 on account of the taking of 3,119 square feet of land from the West End Branch Library property for highway purposes; and the Director was requested to make application for this award in

Insurance of
Library collections
not feasible:
specially equipped
room to be set
apart

Board of Library
Commissioners
in relation to
"Surplus funds" under
Act of Legislature.
possible use by
Library for
Treasure Room

Treasure Room

Award by Street
Commissioners on
account of taking of
land, W. E. Branch

October 17, 1924.
Report on condition
of building and
machinery, Central
Library

Director's report

Service changes.

Employ:
Andrew J. Fassitt, Jr.
Christina P. Jordan
Margaret G. Burns
Dorothy E. Wilkins

Transfers and
promotions

Grade increase in
pay

A. L. A.

Classification
questionnaire

Inexpedient to have
filled out by
employees

the name of the Trustees.

The Director presented a report addressed to him by the Superintendent of Buildings on the condition of the Central Library building and the machinery, equipment, which was referred to Mr. Currier for examination.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service changes take effect at the date named: Employment in regular service, October 17: Andrew J. Fassitt, Jr., electrician, Engineer & Janitor Department, \$40 per week; Christina P. Jordan, general assistant, Charlestown Branch, \$17 per week; Margaret G. Burns, assistant, Issue Department, \$12 per week; Dorothy E. Wilkins, assistant, Information Office, \$25 per week; Transfers and promotions, October 17: Ruth M. Hayes, acting second assistant, Dorchester Branch, to the position of second assistant, with increase in pay from \$21 to \$23 per week; Beatrice M. Flanagan, librarian Mt. Boston Branch, to the position of librarian, Warren Street Branch, with increase in pay from \$33 to \$35 per week; Theodore B. Loff, librarian Tyler Street Branch, to position of librarian Mattapan Branch, with increase in pay from \$27 to \$28 per week; Marion C. Kingman, librarian Mattapan Branch, to position of librarian Tyler Street Branch, with increase in pay from \$28 to \$30 per week; Grade increase in pay to date from August 8: Mary F. Daly and Helen M. F. Foley, Issue Department, \$11 to \$12 per week, each; to take effect October 17: Santa M. Costa, Issue Department, \$14 to \$15 per week; Helen A. Griffin, Issue Department, \$15 to \$16 per week; Lillian M. Belger, South Boston Branch, \$15 to \$17 per week; Rose J. Fitch, West Roxbury Branch, \$16 to \$17 per week; Alice F. Henry, Mt. Boston Branch, \$15 to \$16 per week; Marie M. Kennedy, Codman Square Branch, \$15 to \$17 per week; Winthrop H. Chonery, Chief Special Libraries Department, \$2750 to \$3000 per year.

The Director presented a questionnaire prepared by the American Library Association Committee on the Classification of Library Personnel, which the Library is asked to have filled out by all persons in the service; and after consideration, it was

Voted: that it seems inexpedient to accede to the request at this time.

Special privilege cards were granted to Agnes A. Abbott,

Donald L. Augustine, Antonette Barabanti, Henry Francis Bryan, Hugh A. Barney, L. C. Chase & Company, Randall J. Gordon, Deansmore, Leblanc & Robbins, Frank Irving Cooper Corporation, Eliza J. Hosking, Livermore & Knight Company, Ludlow Manufacturing Associates, Massachusetts Department of Education, Massachusetts Leather Manufacturers Association, Metcalf & Eddy, Rose Standish Nichols, Captain L. E. Morris, U. S. A., Arthur O. Norton, Marjorie Pinkham, Charles A. Ronsign, Sister Vera Margaret, Tolman - Davidson Advertising Company, Adele Vaccelli, Rev. Charles E. White.

The Director reported that on September 25, as the result of the bursting of a watermain in Copley Square, the electric plant of the Library was entirely disabled, but that by a temporary connection with the Edison current for lighting purposes, he was able to carry on the necessary operation of the Library in all its departments.

Dissolved.

Lella Jan Deery
Clerk

Friday, October 31, 1924

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirokin and Murray.
The President Mr. Kirokin in the chair.

The record of the meeting of October 17, 1924 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches, to the amount of \$483.33, and for Binding \$89.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid by special draft: chargeable to the general appropriation, Frank H. Deansmore Company, \$104.40, and Robert A. Holder, \$468.65.

The President submitted a letter addressed to him by the Mayor under date of October 20, presenting for consideration a request of Mr. Hammond J. Fletcher of Boston, for special

October 17, 1924
Special cards

Bursting of watermain
in street, disables
Library temporarily

October 31, 1924

Supplies

Bills

Special card

October 31, 1924
Examining Committee
1924
appointed

privileges in the Library. Referred to the Director.

The following persons were appointed on the Examining Committee for the year 1924, and the President joined with the Committee as Chairman, as required by the Ordinance: Mr. Gordon Abbott, Rev. William D. Barry, Mrs. J. Tucker Burr, John D. Cottonley, M.D., Miss Ida M. Cannon, Mr. Hollis French, Mr. John D. Fitzgerald, Mrs. Curtis Guile, Mr. Edward Gouldston, Mr. Henry Lewis Johnson, Mr. John C. Kiley, Mr. Homer S. Kays, Mr. Malcolm Lang, Mr. Jacob J. Kaplan, Miss Frances Lee, Hon. Frank J. Leonori, Mrs. Marguerite J. Martin, Mrs. Joseph J. Mooney, Mr. George E. Phelan, Mrs. Fred L. Pison, Miss Mary Ranney, Rev. Lyman V. Rutledge, David D. Scannell, M.D., Miss Sara E. Stiles, Rev. William H. Walsh, and Mrs. Barrett Wendell.

Budget Commission
report and
recommendation
regarding light
and power plant

The Director presented a letter addressed to him by Mr. Charles J. Fay, Budget Commissioner, under date of October 29, enclosing a copy of his report and recommendation to the Mayor on the condition of the power plant at the Library, to the effect that approval for a change to Edison current be withheld, and that the present plant be put in proper working condition and continued in service. After careful consideration of the matter, on motion of Mr. Currier, it was

Approved: Stone & Webster
to be consulted

Voted: that on receipt of a communication from the Mayor approving the recommendations of the Budget Commissioner the Director be requested to secure the co-operation of Stone & Webster with the Superintendent of Buildings in drawing up specifications for the work; and on motion of Judge Murray, it was

Voted: that the matter of the performance of the same be referred to Mr. Currier, with power.

Board of Street
Commissioners:
award on account
of land taking

The Director presented a letter addressed to him by the Board of Street Commissioners under date of October 27, enclosing an acceptance blank for the award of \$24,000 on account of the taking of Library property on Cambridge Street; and the President was authorized to sign the same in behalf of the Board.

Director's report

The Director's report was read by him.

On recommendation of the Director, it was

Service changes

Ordered: that the following grade increases in pay be allowed, to date from October 17: Rose Reed, general assistant, Mt. Bowdoin Branch, \$17 to \$18 per week; Leah Perlis, second assistant, Mt. Bowdoin Branch, \$21 to \$23

per week.

Ordered: that Ida G. Ranney be re-appointed in the regular service as general assistant at the North End Branch, at \$18 per week, to date from October 24.

Ordered: that Robert A. Horvess be appointed Assistant to the Director, at a salary of \$2500 a year, beginning November 3, 1924.

Ordered: that Olive M. Neilson, assistant, Uphams Corner Branch, be granted a leave of absence of two months without loss of pay, on account of illness.

The Director presented a letter addressed to him by Mr. J. A. Schmeinfurth, Architect of the South End Municipal Building in which the South End Branch of the Library is located, regarding a statement contained in the report of the Examining Committee of 1923 as to the inadequate lighting of the Branch, which he feels is a reflection on his professional ability and a grave injustice to him, and the Director was requested to inform Mr. Schmeinfurth that his communication was presented to the Trustees and considered by them, and that inasmuch as the report was made by the Examining Committee and accepted by the Trustees who did not pass upon the subject matter, his communication will be referred to the Examining Committee of this year.

The Director presented a report and recommendation on the matter of completing the Library's file of German Patents, receipt of which was interrupted in 1914, at a cost of \$1400 covering the period 1914 to the end of 1924 and an annual expenditure for a number of years of approximately \$400. On motion of Judge Murray, the Director's recommendation was approved and adopted.

Special privilege cards were granted to Doris G. Britton, The Children's Museum, Edward B. Cole, New England Association of Book Manufacturers, Haines Furniture Company, Edna Phillips, Virgil Thomson, Sister Edna Margaret, and Helen Choate Skinner.

Dissolved:

Lella Jean Dean
Clerk.

October 31, 1924.

Ida G. Denney
re-appointed

Robert A. Horvess
appointed

Olive M. Neilson
leave of absence

Architect of S. E.
Municipal Bldg. Appts
to statement by
Exam. Committee
as to lighting of
branch quarters

German Patents
completion of
Library's files

Special cards

November 14, 1924

Friday, November 14, 1924

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 O'clock p.m.

Present: Messrs. Connolly, Kirstein and Murray.

The President Mr. Kirstein in the chair.

The record of the meeting of October 31, 1924 as presented, was approved.

Mayor's Circulars

Circular No. 59 from the Mayor's office was read and ordered placed on file.

Supplies

The Director was authorized to purchase according to a list submitted by him and to be placed on file: Miscellaneous supplies for the Central Library and branches to the amount of \$1676.27, for Binding \$145.96 and for Printing Department \$13.86.

Bills

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation amounting to \$21,006.47, and to trust funds income \$1,255.61.

Lower Mills Branch.
poor lighting

A communication from the Mayor's Office dated November 12, forwarding for consideration a petition from residents of the Dorchester Lower Mills district relative to the poor lighting conditions at the Lower Mills Branch of the Library, was received and read; and the Director reported that in December 1923 he recommended to the Superintendent of Public Buildings certain repairs and improvements in the Branch quarters in this city building, among them the installation of electricity instead of gas, but that no action has as yet been taken to improve the unfavorable condition of the building. After consideration, it was

Voted: that the President be requested to reply to the communication embodying the Director's report on the same.

Director's report

The Director's report was read by him.

On recommendation of the Director, it was

Michael Doran
employed
John H. Hession
resigned

Ordered: that Michael Doran be employed as janitor at the Hyde Park Branch, at \$31 per week, as of November 7: in place of John H. Hession, resigned; and that Margaret G. Burns be transferred from the Issue to the Registration Department, with increase in pay from \$12 to \$15 per week, as of November 3.

Ordered: that the following grade increases in pay take effect

November 14, 1924

November 14: Cecilia J. Tint, general assistant, Charleston Branch, \$17 to \$18 per week, Mary E. Ames, librarian fellowes Atteneum Branch, \$31 to \$33 per week, Harriet Swift, Executive Department, \$28 to \$30 per week, Dorothy E. Horvay, Branch Department, \$28 to \$30 per week, Angelina J. Horstadt, assistant, Binding, \$23 to \$25 per week.

The Director's recommendation for the re-appointment of Isabel E. Wetherald, retired on May 1, 1923 under the disability clause of the Boston Retirement Act, was referred back to him for further information.

The Director submitted a special report and recommendation made to him by Francis Walth Lee, Chief of the Printing Department, on the matter of changes, improvements and additions in the equipment of the Printing Department, which he stated had been carefully considered with the Budget Commissioner and Law Department and informally approved; and on motion of Judge Murray, it was

Voted: that the report be referred to Mr. Currier with the understanding that if it meets with his approval the President be authorized to sign the necessary contracts for the work recommended, subject to the approval of the Mayor. *

The Director reported that on November 5 he was notified by the Acting Superintendent of Public Buildings that the wardroom in the Uphams Corner Municipal Building occupied in part by the children's department of the Uphams Corner Branch, would be required on the day and evening of November 15 and 17 for the purposes of a charity fair. He stated that this was the first time since the occupancy of the building by the Library that its use had been interfered with, but that fortunately, owing to the fact that it was not in use, the tankroom was available for library purposes and the work with children would not be interrupted.

Special privilege cards were granted to the Gazette of the Commonwealth, Elizabeth L. Holbrook, George L. Parker, Inc., Elizabeth W. Schermerhorn, Mary B. Smith, Western Electric Company, Inc. and Richard B. Whorf.

Dissolved.

Idella Paulsen
clerk.

* The Director presented a report from Jay Gale on the matter of repairs to the book railway system at the Central Library, and a recommendation and estimate of cost as to the performance of the work; and on motion of Judge Murray, it was Voted: that the President be authorized to take such action as may be necessary in the matter, subject to the approval of the Mayor and Budget Commissioner.

November 14, 1924

Service changes:

Grade increases in pay

Isabel E. Wetherald

re-appointment

Printing Department

report and recommendation
from Chief

Referred to Mr. Currier

Uphams Corner

Branch: part of

library quarters required
for other useTankroom for library
use

Special cards

Book Railway System

report estimate of cost to
repair

November 28, 1924

Friday, November 28, 1924

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirstein and Murray.

The President Mr. Kirstein in the chair.

The record of the meeting of November 14, 1924, as presented, was approved.

Supplies:

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$919.43, for Binding \$274.89 and for Printing Department \$18.03.

Lower Mills Branch

Repairs and
improvements

A communication from the Mayor's office enclosing report from the Acting Superintendent of Buildings on the matter of improvements and repairs at the Lower Mills Branch, was read and ordered placed on file.

Books, bills for

Bills for books, payable by draft on funds on deposit in London, having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid, and the President authorized to draw upon Messrs. Morgan, Grenfell & Company, the necessary drafts therefor.

Director's report

The Director's report was read by him.

On recommendation of the Director it was

Service changes

grade increases

Ordered: that the following grade increases in pay take effect November 28: Catalogue Department: J. Francis Brennan, \$37 to \$39 per week, May I. Crosby, \$26 to \$28 per week, William R. Brewster, \$25 to \$27 per week; Book-Hall Centre: Evelyn L. Perlman, \$14 to \$16 per week; Issue Department: Alice L. Kerman, \$19 to \$20 per week, Annie M. Dorman, \$17 to \$18 per week, Eleanor S. Schlafer, \$16 to \$17 per week, Mary R. Santus, \$14 to \$15 per week; Children's Department: Mary M. McDonough, \$16 to \$18 per week, Ruth M. Hayes, \$16 to \$18 per week; Registration Department: Edith A. von Schlegel, \$19 to \$21 per week, Palmeria Piccolo, \$18 to \$20 per week; Branch Department: Annie M. Brennan, \$16 to \$18 per week, Mary J. Doherty, \$16 to \$18 per week, Isabel Dinkelman, \$16 to \$18 per week; Branches: Dannie R. Cohen, Allston, \$15 to \$17 per week, Florence M. Deduea, East Boston, \$15 to \$17 per week, Mary R. Veiga, East Boston, \$14 to \$16 per week, Beatrice J. Laberge, Hyde Park, \$18 to \$20 per week, Mary E. Riley, West End, \$22 to \$23 per week.

Ordered: that the following persons be employed in the regular service, beginning November 28.

November 28, 1924

Employed

Minna Steinberg, Catalogue Department, \$25 per week, and David E. Perlman, Branch Department, \$12 per week.

The Director was authorized to employ for Issue Department book runners, high school graduates who have passed Grade B examination, with one language, at an entering salary of \$12 a week, and if service proves satisfactory, grant, on recommendation of the Director and vote of the Trustees, an advance to \$13 a week at the end of six months, and at the end of the year \$15 a week, the maximum for the position.

The Director was authorized to employ for the Registration Department, high school graduates who have passed Grade C examination, with one language, at an entering salary of \$15 a week, and, if service proves satisfactory, grant, on recommendation of the Director and vote of the Trustees, an advance at the end of a year to \$18; the maximum for the position \$20, to be voted on recommendation of the Director at the end of the second year of service in the Department.

The Director reported further on his recommendation for the re-appointment of Isabel E. Wetherall, retired on May 1, 1923 for ordinary disability; and presented a certificate from the Medical Board of the Boston Retirement System as to her ability to resume her duties; and it was

Ordered: that Isabel E. Wetherall be re-appointed as general assistant at the East Boston Branch at \$28 per week, beginning December 14; under the rules of the Boston Retirement Board.

The Director reported that Anna L. McDermott, an employee in the Bindery, has been absent from her work 39½ days on account of illness as the result of a fall on the Library stairs; and on his recommendation this time was allowed her without loss of pay.

Mr. John H. Mahoney, Acting Superintendent of Public Buildings, appeared by invitation of the Trustees to discuss the application of the Public Buildings Department for an allotment of a small strip of land belonging to the Brighton Branch property adjoining the site for the proposed courthouse for the Brighton district; and after consideration, Mr. Mahoney was informed that the Trustees will take the matter under advisement; and it was

Voted: that it be referred to Judge Murray as a committee of one, with power.

Special Privilege cards were granted to Marion Lawrence, Gertrude Singley, and Frank H. Yelton.

Service schedule
for Issue Department
and
Registration Department

Isabel E. Wetherall

re-appointment

Anna L. McDermott

leave of absence

Brighton Branch land
for Brighton Court
House

Referred to Judge

Murray

Special cards

November 28, 1924

Isabella Stewart

Gardner bequest

A letter dated November 15 was received from Mr. Arthur J. Johnson for the executors of the estate of the late Isabella Stewart Gardner, enclosing check for \$5000 in payment of a bequest to the Library under Mrs. Gardner's will, as follows:

"To the Trustees of the Boston Public Library,
"for the Brown Musical Library in the Boston
"Public Library, for a memorial to B. J. Lang,
"five thousand dollars (\$5000)."

and it was

Voted: that this bequest be funded as the "Isabella Stewart Gardner Fund", and the income applied to the purchase of material for the Allen A. Brown Music Library as a memorial to B. J. Lang, in accordance with the terms of the bequest.

Library Survey
Questionnaire
A. L. A.

The Director presented for consideration a Library Survey Questionnaire prepared by the American Library Association as a basis for a comprehensive study of conditions and methods in the entire field of library work. Laid upon the table for consideration at a later date.

Dissolved.

Wella Jean Deery
Clerk.

December 12, 1924

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connelley, Currier, Kirstein and Murray.

The President Mr. Kirstein in the chair.

The record of the meeting of November 28, 1924, as presented, was approved.

Mayor's circulars

Circular No. 61 from the Mayor's office was received and ordered placed on file.

Supplies

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,345.58, for Binding \$3 and for Printing Department \$60.55.

Brighton land for
Court House

Judge Murray to whom was referred the matter of the allotment of a strip of land belonging to the Brighton Branch property to the Public Buildings Department, for the proposed courthouse for the Brighton district,

December 12, 1924

reported that he had examined the matter carefully, and on his recommendation, it was

Voted: that the Public Buildings Department be informed that the construction of the proposed new courthouse in Brighton on land adjoining the Library property and extending over a portion of the line, is agreeable to the Trustees.

Courthouse, Brighton

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation amounting to \$16,757.78 and to trust funds income \$1,243.77.

Bills approved

The Library Survey Questionnaire was taken from the table for consideration, after which, it was

A. L. A. Survey
Questionnaire

Voted: that the Director be authorized to have the Questionnaire filled out in his discretion, with the exception of the questions relating to salaries.

The Director's report was read by him.

Director's report

On recommendation of the Director, it was

Ordered: that Susan A. Bean be employed in the regular service as children's librarian, North End Branch, at \$25 per week; and that Horace L. Wheeler be appointed Chief of the Statistical Department, with increase in pay from \$35 to \$40 per week, to take effect December 12.

Service changes.

Ordered: that Robert C. Orr be employed as Reference Assistant to the Director, Documents Division, at \$2500 per year.

On recommendation of the Director it was

Ordered: that the following persons be granted leave of absence on account of illness: Ellen J. Potts, Binding, three weeks with half pay; Robert A. Powers, junior North End Branch, four weeks with an allowance of pay of \$18 per week; Loraine A. Sullivan, Special Libraries, four weeks with half pay; and Francis J. Hannigan, Periodical Room, seven weeks with full pay.

Leave of absence

The Director reported on the matter of re-conditioning the Printing Department equipment authorized on November 14, that work on the installation of the first of the two new Linotypes machines will begin on Monday, December 16, and that the services of one operator can therefore be dispensed with; and on his recommendation it was

Printing Department
re-conditioning

Voted: that from and after a date to be determined by the Director and until further notice by the Board, the Printing Department

Reorganization

December 12, 1924
Printing Department
reorganization

shall be operated with two compositors only and the position of the third compositor be considered temporarily vacant; and that in so arranging the schedule, the usual trade custom that the last to come be the first to go, shall be followed.

Phillips Brooks Reading
Room - discontinued

The Director reported that the Phillips Brooks Reading Room in Roxbury, under the direction of the Blue Hill Evangelical Society, in which the Library maintains a deposit station, is used for various activities not connected with the work, and that the Library material is not properly cared for nor adequately serving the people of the district; and on his recommendation it was

Voted: that the deposit station of the Library housed in the Phillips Brooks Reading Room as a deposit from the Hyde Park Branch, be herewith discontinued, and the Director was instructed to have a survey made of the library requirements with a view to meeting the needs of the district in a proper way, and when such survey is made to inform the Directors of the Blue Hill Evangelical Society.

Special cards

Special privilege cards were granted to Judge Wilfred Bolster, Boston Paper Mache Company, Inc., Children's Aid Association, C. J. Johnson & Company, Joseph Palais, Rev. Arthur L. Wadsworth, and the General Oil and Heating Company.

Dissolved: Della Jean O'Leary
Clerk

Friday, December 26, 1924

Date for regular meeting.

No quorum.

Della Jean O'Leary
Clerk.

Friday, January 9, 1925

January 9, 1925

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 O'clock p.m.

Present: Messrs. Connolly, Kirstein and Murray.

The President Mr. Kirstein in the chair.

The record of the meeting of December 12, 1924, as presented, was approved.

The Director was authorized to purchase according to lists submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$858.56, for Bindery \$55.12 and for Printing Department \$206.76.

A letter from the Mayor dated December 31, 1924, approving the recommendation of the Trustees regarding the substitution of Edison service for the present electric plant operated by the Library, was read and ordered placed on file.

The President presented a letter from Mr. Arthur Fairbanks, Director of the Museum of Fine Arts, in relation to the cleaning of the mural paintings in the Library; and the Director presented a report and estimate of cost on the same from Mr. H. E. Thompson of the Museum. After consideration, the matter was referred to the Director for examination and report on the whole question of cleaning ceilings and mural decorations of the Library.

The Director's report was read by him.

On recommendation of the Director, Alice V. Stevens of the Branch Department was granted a leave of absence of three weeks without loss of pay on account of illness.

On motion of Judge Murray, it was

Voted: that hereafter, in cases of reported absence of employees on account of illness where a leave of absence with pay is asked for, a jurat be required in connection with the physician's certificate.

The Director reported that the rule of the Trustees of November 23, 1903 authorizing the remittance at the end of six months of fines charged against borrowers under sixteen years of age, is unsatisfactory in many ways; and recommended that this practice be discontinued, and that fines for such borrowers be reduced to one cent for each day beyond the time for which the book is lent, and payment of the same required before borrowing privileges are restored. After consideration, it was

Supplies

Light and power
Mayor approves
operation of plant
by Library

Abbey murals
report on matter
of cleaning

Alice V. Stevens
leave of absence

Physician's certificate
required for leave
of absence for illness

Rules & Regulations
as to fines, amendment
recommended

January 9, 1925

Recommendation adopted
as an experimentJames
Reay: discontinuance
from the serviceMargaret Neatby:
alleged injury

January 23, 1925

Supplies

Estimates

Voted: that the Director's recommendation be approved and adopted as an experiment, to take effect as soon after February 1, 1925 as may be found practicable.

A communication from Mr. Martin J. Lee, attorney, in behalf of James Reay of the Printing Department, requesting that Mr. Reay be given a hearing in the matter of his discontinuance from the library service, was read; and on motion of Judge Murray, referred to the Law Department of the City, and Mr. Lee so informed.

A letter from Mr. Joseph D. Taylor, attorney, in behalf of Margaret Neatby, in the matter of an alleged injury from a fall on the stairs of the Tyler Street Branch, was read and referred to the Law Department of the City.

Special privilege cards were granted to Margaret W. Brydson, Lucile Gulliver, Harvard Alumni Bulletin, Theresa B. Hayes, Henry Jewell, Massachusetts Chocolate Company, and Georgina B. Such.

Dissolved: Della Jan Deery
Clerk.

Friday, January 23, 1925

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Kirstein and Murray.

The President Mr. Kirstein in the chair.

The record of the meeting of January 9, 1925 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$470.54, for Bindery \$257.83 and for Printing Department \$33.56.

The Director presented his estimates for the maintenance of the Library for the period February 1 to December 31, 1925 in segregated budget form, which were considered and adopted, as follows.

January 23, 1925

Estimates

A- Personal Service	\$ 609.497
B- Service other than personal	109.277
C- Equipment	124.260
D- Supplies	31.328
E- Materials	20.370
F- Special items	792
Total	\$ 895,524

and the President was authorized to present the same to His Honor the Mayor.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid, chargeable to the general appropriations amounting to \$26,206.29, and to trust funds income \$1187.08, and to Whitney Bibliographical Fund \$340.46.

To provide for deficiencies under certain items in the budget schedule appropriations for the present year, the President was authorized to request the Mayor's approval for transfers from items where there is a surplus.

The Director reported that part of the new equipment for the Printing Department, namely the press, folder and feeder, are now in operation in the Department, and recommended acceptance of the same and allowance of the first payment on the contract with the American Typesetters Company in the sum of \$2,018.75, and it was

Voted: that the Board of Trustees of the Public Library of the City of Boston accept Kelley Press No. 145 and Liberty Folder Model 89, No. 2707 with Kelley Feeder No. 7 thereto annexed now operating in its possession as provided for in its contract with the American Typesetters Company dated November 25, 1924; and authorizes the first payment of \$2,018.75 as provided.

The Director presented a letter dated January 25 addressed to him by the Corporation Counsel in the matter of James Reay's request for a hearing on his discontinuance from the Library Service, stating that Mr. Reay is not entitled to a hearing; and there was received also a letter from Mr. Martin J. Lee, attorney for Mr. Reay, withdrawing such request. Read and ordered placed on file.

Judge Murray reported that he had been advised by the Law Department of the City that inasmuch as the title of the property

Bills

Printing Department
New equipment forJames Reay: request
for hearing on
discontinuance.West End Branch
property

January 23, 1925
West End Branch, award
for property taking

of the West End Branch of the Library is in the City of Boston the award of \$24,500 on account of the taking of 3119 square feet of land from this property will go to the City of Boston.

Uphams Corner Branch
request for newspapers
for

Letters from the North Dorchester Improvement Association in the matter of certain newspapers for the use of patrons of the Uphams Corner Branch, were read and ordered placed on file.

Autograph letter of
Woodrow Wilson

On recommendation of Messrs. Connolly, the Director was authorized to purchase an autograph letter of Woodrow Wilson dated July 20, 1892, at a cost of \$50 to be charged to trust funds income.

Cleaning of ceilings
and murals

The Director reported progress in the matter of his examination of the matter of cleaning ceilings and mural decorations in the Central Library.

Special cards

Special privilege cards were granted to Bigelow Kent Willard Company, Mary M. Fanning, M. C. Garland Company, Steadman Products Company, and Alice M. Young.

Dissolved: Della Jean Deery
Clerk.

February 6, 1925

Friday, February 6, 1925

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Kirsken and Murray.

The President Mr. Kirsken in the chair.

In the absence of the Clerk, the Director was authorized to serve as Clerk for this meeting.

The record of the meeting of January 23, 1925 as presented, was approved.

West End Branch
property award

A letter dated January 23, 1925 was received from the Board of Street Commissioners, stating that the award of \$24,500 on account of the taking of land on Cambridge Street has been cancelled and rescinded inasmuch as the title of the property is in the City of Boston. Read and ordered placed on file.

No "Surplus funds"
collected by State
now available

Judge Murray reported that on behalf of the Board he had made inquiry of the Law Department whether there available any funds returned to the City from the surplus collected by the Commonwealth to provide

recognition of Massachusetts men who served during the war, the same to be used in equipping a memorial treasure room in the Library in accordance with the vote of the Board under date of October 17, 1924 which had been referred by the President to His Honor the Mayor, and was informed that no money is available.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and Branches to the amount of \$2,404.23, for Binding \$317.25 and for Printing Department \$22.82.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid, chargeable to the general appropriation 1924-25 amounting to \$4385.08.

The President presented a letter from the Chairman of the Examining Committee of 1924-25, submitting the report of the Committee.

The Director's report was read by him.

The Director presented for consideration renewal of the lease of the premises occupied by the Allston Branch for a period of one year, with increase in rental from \$1500 to \$1800 per year, with option of renewal for a further term of one year at the same rate, and on his recommendation, the President was authorized to execute the same.

On recommendation of the Director, it was

Ordered: that the following service changes take effect

February 6: Grade increases in pay: Julia H. Berry, general assistant Brighton Branch, \$17 to \$18 per week; Florence M. Radtke, general assistant East Boston Branch, \$17 to \$18 per week; Helen L. Lambert, general assistant South End Branch, \$17 to \$18 per week; Frances Malitz, general assistant Warren Street Branch, \$17 to \$18 per week; Evelyn M. Olivier, general assistant Jeffries Print Branch, \$17 to \$18 per week; Dora Feldman, general assistant Warren Street Branch, \$15 to \$18 per week; Olympia M. Keller, second assistant North End Branch, \$22 to \$23 per week; Lisette Duck, first assistant Warren Street Branch, \$21 to \$24 per week.

Promotions and transfers: Cecilia M. Nazzaro, general assistant, transfer from North End to Charlestown Branch without change in pay; Anna M. J. Connolly, general assistant South Boston Branch, advance to the position of second assistant Uphams Corner Branch, with increase in pay from \$15 to \$20 per week; Margaret J. Kilby, Binding, advance to the position

February 6, 1925

Treasure Room

no funds available
from State

Supplies

Bills

Report of Examining
Committee
Director's report

Allston Branch

renewal of lease

Service changes

Grade increases

Promotions and
transfers

February 6, 1925

Service changes

Employ Anna E. Pope

of forewoman, with increase in pay from \$23.50 to \$25.50 per week, to date from February 23 and

Employment in regular service of Anna E. Pope, general assistant North End Branch, at \$16 per week, February 6.

Needville: petition

for branch library

A petition was received from residents of Needville, for the establishment of a branch of the Library in that district, accompanied by a communication from the Officers of the Blue Hill Evangelical Society endorsing the same. After discussion, the Director was requested to ascertain from the Blue Hill Evangelical Society whether they have authority to lease the property for the purposes for which they are obliged by deed of gift to maintain, and whether the Society would consider the sale of the property, and on what terms.

Advisory committee on

purchase of music

The Director reported that on his invitation Mr. Philip Hale and Professor Walter R. Spaulding will serve as an advisory committee on the purchase of music for the Music Division of the Library.

Special card

Special privilege cards were granted to the American Letter Company, Christian Science Publishing Society, Rev. Mary L. Cooke, Florence Stone Company, and Ernest Terwin.

Disposal: Charles F. D. Belden

clerk problem.

P. J. D.

February 20, 1925

Friday, February 20, 1925

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Kirslein and Murray.

The President Mr. Kirslein in the chair.

The record of the meeting of February 6, 1925, as presented, was approved.

Supplies

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$1337.43, for Binding \$161.38 and for Printing \$43.82.

Power plant

improvement of

The President presented a letter from Mr. Hollis French of the Planning Committee, dated February 18, with recommendations regarding the reconditioning of the present power plant at the Central Library; and after

February 20, 1925

Power plant

improvement of

consideration, on motion of Judge Murray, it was

Voted: that the Director be authorized to install in connection with the present power plant, a back-pressure valve, at an estimated cost of \$400: as recommended by Mr. French.

A letter dated February 11 was received from the Mayor, asking for information in the matter of the requested resignation of Andrew J. Fassett, Jr., employed as an electrician in the Library service, and the Director presented a report on the same together with statements from the Superintendent of Buildings and certain heads of departments. After consideration, it was

Andrew J. Fassett, Jr.
inquiry concerning
resignation

Voted: that the Director's action in this matter has the hearty approval of the Trustees; and the President was requested to reply to His Honor the Mayor with a statement of the facts in the case.

Director's action
approved

The President called to the attention of the Board the fact that twice within recent years Mr. Belden has been offered the nomination of the Presidency of the American Library Association, and with the advice of the Board confirming his own judgment, the honor was declined. Again this year, an uncontested nomination for the year 1925-26 comes to him with the urgent request that he accept, inasmuch as the year 1926 marks the semi-centennial of the Association, and the desire of its officials to honor Boston and New England with the Presidency under Mr. Belden. On motion of Judge Murray, it was

Presidency of
A. L. A. offered
to Mr. Belden

Voted: that Mr. Belden be requested to accept the nomination of the Presidency of the American Library Association for the year 1925-26, and,

Approve acceptance

Resolved: that the Trustees of the Public Library of the City of Boston record their satisfaction in the honor that has come to the Library and its Director through the nomination of Mr. Belden as President of the American Library Association, a national association of librarians and library trustees, for the year 1925-26, and their approval of his acceptance of the uncontested nomination; and assure the Director of their interest and support in his work for the Association.

Trustees record
satisfaction in
the honor

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation amounting to \$6005.34, to Trust Funds income \$1147.10, and to the James Lyman Bibliographic Fund

Bills

February 20, 1925

Director's report

Walter Rowlands

retirement

Resolutions

\$231.82; also, a special draft in favor of the Wales Adding Machine Company in the amount of \$133 chargeable to the general appropriation.

The Director's report was read by him.

The Director reported the retirement of Walter Rowlands of the Special Libraries Department, under the Retirement Act; and it was

Resolved: that the Board of Trustees of the Public Library of the City of Boston place on record its appreciation of the long and faithful service of Walter Rowlands, the retired Assistant in Charge of the Division of Fine Arts and at various times Acting Chief of the Special Libraries Department.

Mr. Rowlands brought to his work in addition to a really important knowledge in several branches of art, a cheerful helpfulness and an unflinching industry and enthusiasm which endeared him not only to his colleagues but to a large public.

In Mr. Rowlands' departure under the Retirement Act the members of the Board congratulate him on his record of twenty-three years of loyal and efficient service, and extend to him their best wishes for many years of health and happiness.

On recommendation of the Director, it was

George S. Maynard
promotion

Jeremiah J. Danker
employed

Ordered: that George S. Maynard of the Special Libraries Department be advanced to the position of first assistant, with increase in pay from \$35 to \$40 per week, February 20: in place of Walter Rowlands, retired; and that Jeremiah J. Danker be employed in the Engineer and Janitor Department as electrician, at \$40 per week, as of February 16: in place of Andrew J. Fassett, Jr. resigned.

Readville: report

on status of branch

for in Phillips Brooks
Mem. R. R.

Special cards

In accordance with the vote of February 6, the Director presented a communication from the Blue Hill Evangelical Society to the effect that consider they have a right to lease the property known as the Phillips Brooks Memorial Reading Room, for library purposes; but are not at this time ready to consider the sale of the same. After consideration, the matter was again referred to the Director for further examination.

Special privilege cards were granted to the Boston Financial News, Reginald A. Fessenden, A. Lincoln Silene, Agnes M. Forman, International Institute, Margaret Lyon, and Françoise Ruet.

Dismissed: Della Jean Deery
clerk.

Friday, March 6, 1925

March 6, 1925

Date for regular meeting of the Corporation.

No Quorum.

Della Jean Deery
clerk.

Friday, March 20, 1925

March 20, 1925

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Foster, Kistner and Murray.

The President Mr. Kistner in the chair.

The record of the meeting of February 20, 1925 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: Miscellaneous supplies for the Central Library and branches to the amount of \$1256.88, for Bindery \$306.95.

Supplies

The Director reported that on March 6, the President and Vice President authorized the purchase of miscellaneous supplies for the Central Library and branches to the amount of \$992.76, for Bindery \$222.45, and for Printing Department \$97.06, and that on March 13 the Vice President approved and signed the following bills: chargeable to the general appropriation amounting to \$16,915.49 and to trust funds income \$361.98; and it was

Action taken by
committee of
Trustees

Voted: that this action be approved and confirmed.

The Director's report was read by him.

Director's report

The Director presented for consideration the purchase of a copy of the New Testament printed at Boston by Thomas and John Fleet, in Cornhill in 1780, and believed to be unique. It is offered to the Library for \$175. After consideration, it was

Purchase of New Testament
1780

Voted: that the Director be authorized to purchase this volume at the price named, provided he is satisfied that it is authentic.

On recommendation of the Director, it was

Ordered: that the following persons be employed in the regular service: Nellie Hill, cleaner, Engineer & Janitor Department, \$18 per week, as of March 6, and Frederick Rose, assistant in shipping room, \$12 per week, March 20.

Employ: Nellie Hill
Frederick Rose

Ordered: that the following transfers and grade increases in

March 20, 1925

Service changes

pay take effect March 20. Leah Perlis, second assistant Mt. Bowdoin Branch, \$23 to \$24 per week, Santa M. Costa, assistant Issue Department, \$15 to \$16 per week, Alice J. Henry, general assistant, transfer from Mt. Bowdoin to Neponset Branch, \$16 to \$17 per week, Catherine E. Kelly, general assistant transfer from Neponset to Warren Street Branch, without change in pay, and Clara Brown, general assistant, transfer from East Boston to North End Branch, \$18 to \$20 per week.

Election Commissioners

use of branch bldg
for polling places

A letter from the Board of Election Commissioners requesting permission to use the Mt. Bowdoin Branch of the Library as a polling place for the city elections on Tuesday, November 3, 1925, was read and laid upon the table pending further information.

Fellows Athenaeum

Branch: books and
periodicals purchased
to be property of
B. P. L.

The Director reported that the Fellows Athenaeum Branch of the Library administered in co-operation with the Trustees of the Fellows Athenaeum, under an agreement made in 1872 whereby a part of the annual rental is expended for books, does not meet existing conditions; and recommended that some action be taken whereby books and periodicals for the Branch shall be paid for from city appropriations and be the property of the Library; and it was voted, that the Director be authorized to purchase, until otherwise directed, books, periodicals, etc. for the Fellows Athenaeum Branch, on the basis of circulation as now applied to the other branch libraries, and to charge the same to the city book appropriation; the material so bought to be the property of the Boston Public Library system.

Orient Heights Branch

additional space
offered

A letter dated March 11 from Mr. Allen R. Frederick, Agent, offering additional space in the premises occupied by the Orient Heights Branch, was referred to the Director for examination and report.

Sargent murals

request to reproduce

A request from James Pott Company for permission to reproduce one of the Sargent mural paintings, was granted.

Isadore Karp

dismissal

The Director reported that Isadore Karp, a temporary employee in the extra service of the Library had been found guilty of stealing, and was dismissed from the service; and this action was approved, and the matter referred to Judge Murray.

Light and power

plant: report on
matter of re-
conditioning

The Director reported that in connection with the matter of re-conditioning the electric light and power plant at the Central Library, he had prepared specifications and advertised for proposals for the furnishing and installing of a steam engine and electric generator, including the necessary materials and labor, such proposals to be opened on April 1, 1925.

Special privilege cards were granted to Perry Adams,

March 20, 1925

Jenney L. Davis, Forbes Lithographic Manufacturing Company, The Granger Company, D. L. Hamilton, Margaret E. Owen, Arthur D. Rogers, Salvation Army, Russell M. Shattuck, and the United Fruit Company.

Special cards

Dissolved: Della Jean Deery
Clerk.

Friday, April 3, 1925

April 3, 1925

Date for regular fortnightly meeting of the Corporation.

No quorum.

Della Jean Deery
Clerk.

Thursday, April 16, 1925
4.15 o'clock p.m.

April 16, 1925

Date for special meeting of the Corporation called by the Vice President to consider proposals and award a contract for furnishing and installing a steam engine and electric generator at the Central Library.

No quorum.

Della Jean Deery
Clerk.

Thursday, April 30, 1925

April 30, 1925

A special meeting of the Corporation called by the Vice President to consider proposals and award a contract for furnishing and installing in the Central Library building a steam engine and electric generator, and for other necessary business, was held in Room 180, the Court House, Pemberton Square, at 1 o'clock p.m.

Present: Messrs. Connolly, Gaston and Murray.

The Vice President Judge Murray in the chair.

The Director Mr. Beiden was appointed clerk-protempore.

The Director presented for consideration the proposals for furnishing and installing in the Central Library a steam engine and

Proposals for new
engine

April 30, 1925

electric generator, received on April 1, 1925, and on his recommendation, together with that of Mr. Hollis French of the Examining Committee, Robert A. Hawes, Assistant to the Director, and William F. Quinn, Superintendent of Buildings, it was

steam
New engine: acceptance of
proposal of Starkweather &
Broadhurst

Voted: to accept the proposal of Starkweather & Broadhurst, Inc. of \$15,903; and that the President or Vice President execute a contract for the performance of the work, subject to the approval of the Mayor and Corporation Counsel.

Voted: that the Director be authorized to return the checks deposited with the various proposals.

Supplies

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,276.27, for Binding \$27.66 and for Printing Department \$27.00.

Bills

The following bills in the April 30th requisition, having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation amounting to \$22,139.16, and to trust funds income \$1,236.02; also bills for books payable by draft on funds on deposit in London, and the Vice President's action in signing the same was approved and confirmed.

H. L. A. Annual Conference
1925

The Director reported that the Annual Conference of the American Library Association will be held at Seattle, Washington, July 6 to 11, 1925, at which meeting he will be nominated for the Presidency of the Association for this, its jubilee year; and it was

Director's attendance thereat

Voted: that Charles D. D. Belden is hereby authorized, subject to the approval of the Mayor, to attend the National Conference of the American Library Association to be held at Seattle, Washington, July 6 to 11, 1925 inclusive, as the representative of the City of Boston, at an expense not to exceed \$300.

Special Privilege Cards

Special privilege cards were granted to the Atlantic Lumber Company, Bertha Braggiotti, Mary D. Chambers, Evelyn Cohen, S. A. Conover Company, Arthur H. Hayward, The Living Age, Alma Lub, and Joseph Michelman.

The Director reported that on April 3, 1925, date for regular meeting of the Corporation, there being no quorum, the President and Vice President took the following action subject to confirmation by the Board at a later date:

April 30, 1925

"The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$1380.10, for Binding \$552.89 and for Printing Department \$120.65.

Supplies purchased
approved

"On recommendation of the Director, it was

Service changes:

"Ordered: that Theodora B. Scoff, librarian of the Mattapan Branch be advanced to the position of librarian of the Mt. Bowdoin Branch with increase in pay from \$28 to \$30 per week, April 3,

Theodora B. Scoff

"Ordered: that Clara L. Jones, temporary supervisor of stacks, Issue Department, be transferred to the Executive Department without change in pay;

Clara L. Jones

"Ordered: that the following grade increases in pay take effect April 3: Katherine R. McKernus, general assistant South Boston Branch, \$15 to \$17 per week; Rose T. Fitch, general assistant West Roxbury Branch, \$17 to \$18 per week.

Katherine R. McKernus

Rose T. Fitch

"Ordered: that the following persons be granted leave of absence without loss of pay, on account of illness: William L. Mullenney, Bates Hall, three and one-half weeks; Mary A. Reynolds, Issue Department seven weeks and four days.

Leaves of absence:

William L. Mullenney

Mary A. Reynolds

"The Director reported on the matter of additional space for the Orient Heights Branch; and on his recommendation, he was authorized to arrange for a lease of the proposed enlarged quarters, for a term of one year with privilege of renewal, at a rental of \$125 per month, on the understanding that this rental amount shall not be increased within a five year period.

Orient Heights Branch,
leasing of enlarged
quarters

"The Director reported that on Wednesday, April 8, 1925 at noon, the following proposals for furnishing and installing a steam engine and electric generator in the Central Library were publicly opened and read:

Proposals for steam
engine

Hayes Pump and Machinery Company,
\$23,182 with Crocker-Wheeler generator
\$22,980 with General Electric generator
\$22,377 with Westinghouse generator;

Skinner Engine Company
\$19,820 with Crocker-Wheeler generator
\$19,200 with Westinghouse generator;

Ames Iron Works
\$16,929 with General Electric generator
\$16,750 with Crocker-Wheeler generator;

Power Equipment Company
\$16,837 with General Electric generator
\$16,275 with Crocker-Wheeler generator
\$16,250 with Westinghouse generator;

Starkweather & Broadhurst, Inc.
\$15,903 with Westinghouse generator;

April 30, 1925

Lake Electric Manufacturing Company

\$14,462 with Ridgway Engine and generator.

Special Privilege Cards

"Special privilege cards were granted to the Boston School of Cookery, Lowell Ames Morris, Janice S. Swartzman, and George Woodbridge."

Voted: that this action of the President and Vice President be approved and confirmed.

The Director reported also that on April 16, 1925, date for a special meeting of the Corporation, there being no quorum, the Vice President and Messrs. Connolly took the following action subject to confirmation by the Board at a later date.

Supplies

"The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$925.97, for Binding \$130.38 and for Printing Department \$72.65.

Bills for books and periodicals, exchanged for German Patents

"The Director presented bills for books and periodicals to be furnished to the German Patent Office in exchange for German Patents for the period 1914 to 1925 under an agreement approved by the Board on October 31, 1924; the books, purchase of B. Wobermann Company to cover the patents for the period 1914 to 1924, and the periodicals subscribed for through the Chicago Public Library to cover the issues of 1925; and it was

Voted: that there be allowed and paid to the Chicago Public Library the sum of \$369.42, the same being for periodicals as per bill dated March 21, 1925; and to B. Wobermann Company, the sum of \$738.91, the same being for books as per bills dated March 23 and 25, 1925; and that the President or Vice President sign requests on the City Auditor for special drafts in favor of said payments, said amounts to be charged to trust funds income."

Voted: that this action of the Vice President and Messrs. Connolly be approved and confirmed.

Annual Meeting postponed

Voted: that the annual meeting of the Corporation due under the City Ordinance to be held on Monday, May 4, next, be postponed until it is possible to have a meeting of the whole Board.

Dissolved.

Charles F. D. Pelden

Clerk pro tempore
D. S. P.

Friday, May 15, 1925

May 15, 1925

Date for regular fortnightly meeting of the Corporation at 4 o'clock p.m.

Present: Messrs. Connolly and Murray.

The Vice President, Judge Murray in the chair.

The Vice President and Messrs. Connolly took the following action subject to confirmation by a quorum of the Corporation at a later date:

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$20,209.06, for Binding \$238.58 and for Printing Department \$421.56.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargesable to the general appropriation amounting to \$20,789.74, and to trust funds income \$884.34.

On recommendation of the Director, it was

Ordered: that the following service changes take effect May 15:

Grade increases in pay: Helen Schubert, Auditor's Office, \$30 to \$35 per week, Harry W. Mathews, Bates Hall, \$32 to \$33 per week, Eleanor L. Muleskey, Special Libraries, \$22 to \$25 per week, Lorraine A. Sullivan, Special Libraries, \$27 to \$28 per week, Marie M. Kennedy, Godman Square Branch, \$17 to \$18, Christiana P. Jordan, Charlestown Branch, \$17 to \$19 per week, Helen S. Murphy, City Point Branch, \$22 to \$24 per week, Lillian R. Dickford, East Boston Branch, \$23 to \$25 per week, Elizabeth J. McShane, Andrew Square Branch, \$26 to \$28 per week.

Promotions with increase in pay: Issue Department, Beatrice Coleman, to position of supervisor of stacks, \$22 to \$25 per week; Alice M. Kernan, \$20 to \$21 per week; Eleanor S. Schlafer, \$17 to \$19 per week; Helen Griffin, \$16 to \$17 per week; Santa M. Costa, \$16 to \$17 per week; Mary R. Santos, \$15 to \$16 per week; Alice J. Smithers, \$12 to \$14 per week; Margaret J. McGovern, 2nd assistant Charlestown Branch to position of 1st assistant, \$25 to \$27 per week; Ada Cookoff, general assistant Warren Street Branch to position of 2nd assistant, \$18 to \$23 per week.

Transfer of Annie J. Riley, general assistant, Dorchester Branch to Hyde Park Branch, without change in pay.

List

Bills

Service Changes

Grade increases

Promotions with

Increases in pay

Transfer

Slips made

May 15, 1925

Appointments

Appointment to regular service of Esther Chapman,
Registration Department, general assistant, \$15 per week; Helen F. Litschler,
Tyler Street Branch, general assistant, \$18 per week; Julia J. LaRoca,
Tyler Street Branch, general assistant, \$20 per week; Florence G. Giles
Tellers Athenaeum Branch, second assistant, \$24 per week, and
Kellis A. Hogan, cleaner, Branch Department, \$18 per week, as of May
11.

Brighton Branch; means
of egress inadequate.

A communication was received from the Building Commissioner
calling attention to the inadequate means of egress at the Brighton Branch
in case of fire, by fire escapes or otherwise, and the matter was referred
to the Director for such action as may be necessary.

A request for the use of the Lecture Hall by a committee
of the State Council of the American Association for the Recognition of the
American Association for the Recognition of the Irish Republic, was not granted, as the proposed use does not appear to
use of Lecture Hall refused to fall within the scope for which the Hall is intended.

Special privilege cards were granted to Padmun & Company,
Dorothy W. Donnis, C. Evelyn Lyon Studios, S.D. Pierce Company, and
Valette Sholey.

Disposal: Della Jean Deane
Clark

Approved and Confirmed:

(Signed) Wm. A. Gaston
" Michael J. Murray
" Guy W. Currier
" Arthur J. Connolly.

May 29, 1925

Friday, May 29, 1925

Date for regular fortnightly meeting of the Corporation at
4 o'clock p.m.

Present: Messrs. Connolly and Murray.

The Vice President Judge Murray in the chair.

The Vice President and Mr. Connolly took the following
action subject to confirmation by a quorum of the Corporation at a later
date:

Circular Letters

Slips made

Circulars No. 64 and 65 from the Mayor's Office were read
and ordered placed on file.

May 29, 1925

Supplies

The Director was authorized to purchase according to a
list submitted by him and to be placed on file: miscellaneous supplies
for the Central Library and branches to the amount of \$1,990.41, and for
Binder #267.10.

On recommendation of the Director, it was

Ordered: that the following persons be employed in the
regular service, May 29: Aloysa M. Otis, general assistant, Mt. Bowdoin
Branch, \$16 per week; Irene E. Lilje, general assistant Tellers Athenaeum
Branch, \$15 per week.

Service changes

On recommendation of the Director, Marian A. McBarthly of
the Branch Department was granted a leave of absence of six weeks
without loss of pay, on account of illness.

Leave of absence

The Director reported that the roof of the main building,
Central Library, is in need of extensive repairs before the proposed painting
of the ceilings and walls of the Special Libraries Department is undertaken
this summer. He stated that the work can be done satisfactorily under
the supervision of the Superintendent of Buildings with temporary addi-
tional help, and has the approval of Fort Myer. On his recommenda-
tion, he was authorized to employ for a period of two months, three
masons at \$50 per week each, three masons' helpers at \$27 per week
each, and two painters at \$40 per week, each.

Roof, Central Library,
repairs to

He was authorized to employ two additional janitor-laborers
for permanent service, at \$27 per week, each, - allowed for in the Budget.

Addition of two janitor-
laborers

The Director submitted estimates for supplying current
periodicals for the Central Library and branches for the year 1925-26,
as follows:

Estimates for current
periodicals

Herman Goldberger	\$4895.90
J. W. Dixon Company	4924.40
Smith & McBanee	4937.49.

On his recommendation it was

Voted: that the contract for supplying current periodicals
for the Central Library and branches be given to Herman Goldberger for one year
beginning July 1, 1925 at a cost of \$4895.90; with the privilege of
renewal at the discretion of the Director for a further period of one
year beginning July 1, 1926 at a cost of not exceeding \$4895.90.

Contract given to Herman
Goldberger

A letter from the Board of Election Commissioners, dated

Slips made

May 29, 1925

Special cards

May 29, withdrawing his application for the use of certain branch library quarters as polling places, was read and ordered placed on file.

Special privilege cards were granted to Sarah Louise Arnold, A. Frances Hanson, A. Joncavie, Esq. and Mrs. Jens J. Westengard.

Dissolved:

Sella Jean Deery
Clerk.

Approved and Confirmed

Signed Wm. A. Gaston

" Michael J. Murray

" Guy W. Currier

" Arthur J. Connolly

June 19, 1925

Annual meeting

Friday, June 19, 1925

The annual meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirstein and Murray.

The President Mr. Kirstein in the chair.

The Corporation proceeded to the election of officers by voice vote as follows:

Clerk elected

First vote for Clerk

Messrs. Connolly voted for Sella Jean Deery, Mr. Currier voted for Sella Jean Deery, Mr. Kirstein voted for Sella Jean Deery, Judge Murray voted for Sella Jean Deery, who was declared elected Clerk, and qualified for office by taking and subscribing the following oath:

I, Sella Jean Deery solemnly swear that I will well and faithfully perform all the duties incumbent upon me as Clerk of the Trustees of the Public Library of the City of Boston,

Sella Jean Deery

Subscribed and sworn to this nineteenth day of June, A.D. 1925.

Before me

Frank C. Blaisdell
Notary Public.

Ships made

June 19, 1925

Annual Meeting

President elected

First vote for President

Messrs. Connolly voted for Michael J. Murray, Mr. Currier voted for Michael J. Murray, Mr. Kirstein voted for Michael J. Murray, Judge Murray not voting, and Michael J. Murray was declared elected President.

First vote for Vice President

Messrs. Connolly voted for Guy W. Currier, Mr. Currier not voting, Mr. Kirstein voted for Guy W. Currier, Judge Murray voted for Guy W. Currier: who was declared elected Vice President.

Voted: that any member of the Corporation is authorized to sign on behalf of the same, all bills, special drafts and payrolls of the Library.

The meeting was dissolved.

The regular fortnightly meeting of the Corporation was then held, at 4:15 o'clock p.m.

The President Judge Murray in the chair.

The records of the regular meeting of March 20, 1925 and of the special meeting of April 30, 1925, as presented, were approved.

Circular No. 66 from the Mayor's office was read and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, Miscellaneous supplies for the Central Library and branches to the amount of \$4,268.91, for Binding \$237.31 and for Printing Department \$16.56.

The following bills, having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid, chargeable to the general appropriation amounting to \$24,672.52, and to trust funds income \$855.69.

Draft of the annual report of the Trustees and of the Director was considered; and it was

Voted: that the draft of the annual report of the Trustees be approved and adopted as the report of the Board, and transmitted to His Honor the Mayor with the report of the Examining Committee as required by the Ordinance; and that the report of the Director be accepted and approved, and ordered printed with the report of the Trustees and Examining Committee.

Annual Report adopted

Ships made

June 19, 1925

The Director reported that in response to a pamphlet issued by the President setting forth the condition and needs of the Library, the following gifts of money had been received: Mr. Percy Lee Atterton, \$25, Mr. William York Peters, \$25, Mr. John D. Spaulding \$100, and after consideration, on motion of Mr. Currier, it was

Voted: that the gifts received in consequence of the pamphlet prepared by the President be funded as the "Central Library Building Fund", and that sums hereafter received as donations without specific directions, be added to this fund until further action of the Board; the income from said fund to be used for the repair and maintenance of the Central Library building until further action of the Board.

The following persons were appointed onto Examining Committee for 1925, and the President joined with the Committee as Chairman as required by the Ordinance: Mr. Gordon Abbott, Mr. Percy Lee Atterton, Prof. E. Charlton Black, John J. Bottomley, M.D., Mr. W. Irving Bullard, Mr. Jeremiah E. Burke, Miss Ida M. Cannon, Mr. Charles E. Cutting, Mr. Clifton H. Dornell, Prof. William Emerson, Mr. H. Wendell Endicott, Mr. William Endicott, Mr. Allan Forbes, Mr. John D. Fitzgerald, Mr. Hollis French, Mr. Lee M. Friedman, Mr. Henry Jarvis Johnson, Mr. Jacob J. Kaplan, Mr. Homer E. Kays, Mr. John C. Kiley, Mr. Malcolm Long, Jr., Edward L. Logan, Mr. John R. Macomber, Miss Mary C. Mellyn, Mrs. Joseph J. Murray, Mr. Francis P. O'Connor, Mr. William G. Peters, Rt. Rev. Mr. John B. Peterson, Mrs. Fred L. Piggan, Mr. Charles E. Rogerson, Mrs. Arthur I. Rotch, Rev. Lyman U. Rutledge, Mr. Samuel Sigelman, Mr. John D. Spaulding, Miss Sera H. Stokes, Mr. Charles H. Tyler, and Mrs. Barrett Wendell.

A communication from the Mayor under date of June 2, submitting an order from the City Council relative to the establishment of a branch of the Library on Bordon Street in the vicinity of Clay Street, Dorchester; and a communication from the Mayor's office under date of June 25, enclosing a letter from Mr. James Meahan offering for consideration a location for a branch library in West Roxbury; were received and read; and the President was directed to inform the Mayor that owing to the financial condition of the Library Department the Trustees are not in a position to consider the establishment of any additional branch at the present time.

The Director's report was read by him.

June 19, 1925

The Director reported that the new Roxbury High School building in which quarters are provided for the Roxbury Branch of the library, is to be known as the Memorial High School as a memorial to teachers and pupils of Boston schools who lost their lives in the World War; and on his recommendation, it was

Voted: that the vote of November 16, 1923 be amended; and that the Branch when transferred to the new quarters be known as the Roxbury Memorial Branch.

On recommendation of the Director, it was

Voted: that the following change be made in the contract with Starkweather & Broadhurst, Inc., dated May 15, 1925, for the installation of a steam engine and electric generator, and that the President sign the necessary orders for the same:

Item added:

One white marble slab, 68 x 28 x 2 with 5/16" bevels drilled for mounting bolts	\$ 76.50
Two pole circuit breaker	128.00
Addition to foundation	80.00
	<u>\$ 284.50</u>

Contract price	\$ 15,503.00
Amount added by this order	284.50
Amount of contract to date	<u>\$ 15,787.50</u>

On recommendation of the Director, it was

Ordered: that the following service changes take effect June 19, 1925: Increases in pay: Bessie L. Doherty, Branch Depart. ment \$26 to \$27 per week, Edward H. Rhoads, Engineer & Janitor Department, \$40 to \$45 per week, Augusta Arvedson, Bindery \$28 to \$30 per week, Margaret A. Egan, Librarian Jeffries Point Branch \$28 to \$30 per week, Gertrude E. M. Laufson, Hyde Park Branch, \$23 to \$24 per week, Marjorie McIntyre, West Roxbury Branch, \$23 to \$25 per week, Lisette Jank, Warren Street Branch, \$24 to \$25 per week, Mary R. Veiga, East Boston Branch, \$16 to \$18 per week; Transfers and Promotions: Grace C. Brady, second assistant South Boston Branch to the position of first assistant, increase in pay from \$25 to \$27 per week, Mary V. Wall, general assistant South Boston Branch to the position of second assistant, increase in pay from \$23 to \$25 per week, Annie Reis, general assistant, transfer from Codman Square to South Boston Branch, increase in pay from \$22 to \$23 per week, Anna G. Lynch, general assistant, transfer from Dorchester to Boylston Station Branch, increase in pay from \$20 to \$24 per week,

June 19, 1925

Christiana P. Jordan general assistant Charlestown Branch to the position of second assistant, increase in pay from \$19 to \$22 per week, Isabel E. Wetherell, general assistant East Boston Branch to the position of librarian Lower Mills Branch without change in pay.
Appointments to the regular service: Mildred P. Bradbury, assistant, Special Libraries Department, \$23 per week, Thomas J. Manning, assistant, Special Libraries Department, \$20 per week, John F. Barry, apprentice Binder, \$12 per week, Mary Karin, general assistant East Boston Branch, \$16 per week, Ellen J. Offutt, general assistant Feltus Athenaeum Branch, \$23 per week, Constance M. Ditch, assistant Mattapan Branch, \$22 per week, Katherine W. Hummer, general assistant Roslindale Branch, \$16 per week, and Eugenia J. Sawyer, general assistant Uphams Corner Branch, \$14 per week.

On recommendation of the Director, the following persons were granted additional vacation allowance without loss of pay, on account of long and faithful service: Frank E. Quiskell, Chief of Issue Department, two weeks, and James J. Kelley, Engineer Janitor Department, seven and one-half days.

The Director reported that on April 23 last the Public Library of Birmingham, Alabama, was completely destroyed by fire; and in response to an appeal for help he recommended that a selection of two hundred volumes be sent them from the duplicate collection of the Library Association for such use. On motion of Mr. Kirslein, this recommendation was approved and adopted.

Special privilege cards were granted to the Georgia H. Ellis Company, and to the New England Mineral Products Company.

Voted: that the Director be authorized to grant an additional vacation allowance with pay, not to exceed in any one case one half of the regular vacation allowance, where the employee would not receive any vacation or less than one half of the regular allowance: such additional vacations only to be granted because of illness on the part of the employee, in proof of which a physician's certificate must be filed with the Director.

Voted: that during the summer months and until the next regular meeting, the President, or in his absence the Vice President, and any member of the Board constitute a committee to make an award of contracts for repairs and improvements; and that the President or Vice President be authorized to execute any contracts for repairs and improvements within the budget allowance.

Voted: that during the summer months and until the next

June 19, 1925

regular meeting, any two members of the Board be a committee to approve list of books and miscellaneous supplies submitted by the Director for purchase.

Voted: that the Director be authorized to contract for such labor and repairs as may be necessary during the summer months, and if necessary, to employ extra and substitute service within the limit fixed by the salary schedule.

Voted: that the next ^{regular} meeting of the Corporation be on Friday, October 9, 1925 at 4 o'clock p.m.

Dissolved.

Walter J. Deery
Clerk.

Friday, October 9, 1925

October 9, 1925

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Currier, Kirslein and Murray.

The President Judge Murray in the chair.

The records of the annual meeting and regular fortnightly meeting of June 19, 1925, as presented, were approved.

The following communication was received and ordered placed on file.

"City of Boston
 "Office of the City Clerk
 "October 7, 1925

"I hereby certify that

"William A. Gaston

"having been duly appointed to be a Trustee

"of the Boston Public Library for the term ending

"April 30, 1930, this day appeared and was

"sworn as such officer.

"Attest:

(Signed) W. J. Doyle,

"Asst. City Clerk.

Circulars No. 66 to 70 from the Mayor's office were

October 9, 1925

received and ordered placed on file.

The committee authorized on June 19, 1925 to act in behalf of the Board during the summer months, reported the following action taken.

Purchases were authorized as follows: miscellaneous supplies for the Central Library and branches to the amount of \$11,006.49, for Binding \$3,530.21 and for Printing Department \$1,244.49.

Bills were allowed and ordered paid as follows. July 31st requisition: chargeable to the general appropriation amounting to \$18,588.63, and to trust funds income \$1,158.85; August 31st requisition: chargeable to the general appropriation \$17,425.22, and to trust funds income \$559.95; and September 30th requisition: chargeable to the general appropriation \$21,308.08, and to trust funds income \$544.54.

Payment by special draft to Loring Jeffers, \$125 for photographic enlargements, and

Payment of bills for books from funds on deposit in London.

On August 29th a contract for an electric passenger elevator was executed with the F. S. Payne Company, in the sum of \$2459.

Voted: that the report as presented be accepted and the action of the committee approved and confirmed.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$2,044.26, for Binding \$546.63 and for Printing Department \$84.35.

A communication from His Honor the Mayor, dated September 17, requesting the Trustees to place at the disposal of Mr. Morris Gest such Library facilities as may be appropriate in connection with his forthcoming production of "The Miracle" in Boston, was read and ordered placed on file.

The President presented the following communication:

"Boston, Mass. October 3, 1925

"Honorable Michael J. Murray

"President Board of Trustees

"Public Library

"Boston.

"Dear Judge Murray:

"I am enclosing herewith check for \$1000 payable

October 9, 1925

"to the Boston Public Library.

"My idea in sending you this check is that the income shall be used for any purpose of the Library that the Trustees see fit to put it to. It is my intention to add to this fund each year, provided, of course, I am able to do it and I earnestly hope I will be.

"With kind personal regards, I am,

"Sincerely yours,

(signed) "Louis E. Kirstein."

On motion of Mr. Currier, it was

Voted: that the gift be accepted and funded as the "Louis E. Kirstein Fund," the income to be used as set forth in Mr. Kirstein's letter.

Voted: that there be allowed and paid to Starkweather & Broadhurst, Inc., the sum of \$7,951.50, first payment on contract dated May 5, 1925 for a steam engine and electric generator, as per certificate dated October 4, and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the general appropriation, 1925.

The Director's report was read by him.

The Director presented for consideration a schedule of service changes, which was accepted and approved, and in accordance therewith, it was

Ordered: that the following increases in pay take effect October 2, 1925

Executive Department

Marion H. Shumway and Harriet Swift
\$30 to \$32 per week, each

Catalogue Department

Theresa M. Campbell, Mary L. Crosby, Cecilia W. Tupper,
Ester Lissner, Gelys O. Locke,
\$28 to \$30 per week, each,
William R. Brewster, \$29 to \$30 per week,
Mina Stenberg, \$25 to \$27 per week,

Shelf Department

Katherine J. Gorham, \$28 to \$30 per week,

October 9, 1925

Entering Department

Theodora E. Macurdy, \$15 to \$55 per week,
plus allowance on account of length of service.
Helen G. Cushing, \$31 to \$35 per week,
Christine Hayes, \$28 to \$31 per week,
Margaret D. Collins, \$28 to \$30 per week,

Patent Room

Joseph W. Crowley, \$26 to \$28 per week,

Periodical Room

William E. Clegg, \$26 to \$28 per week,

Antiquarian Department

Morris Rosenberg, \$28 to \$30 per week,

Registration Department

A. Frances Rogers, \$35 to \$38 per week,
Mary E. Mulvaney, \$27 to \$29 per week,

Special Libraries

Richard G. Appel, \$33 to \$35 per week,
Loraine A. Sullivan, \$28 to \$29 per week,

Issue Department

Mary A. Reynolds, \$27 to \$29 per week,

Children's Department

Alma M. Jordan, \$40 to \$50 per week,
Mary E. Day, \$30 to \$33 per week,
Anna E. Manning, \$27 to \$29 per week,

Information Office

Mary E. Kim, \$28 to \$30 per week,

Branch Department

Ethel M. Hazlewood, \$28 to \$32 per week,
Charles A. S. Fogakis, \$28 to \$30 per week,

Engineers & Janitors Department

William F. Quinn, \$3000 to \$3500 per year,
John A. Lawrence, \$10 to \$12 per week,
Alexander D. McFar, \$40 to \$44 per week,

Ordered: that the maximum salary of librarians of Grade A branches be increased from \$35 to \$40 per week; and of Grade B branches from \$33 to \$35 per week; and that the following librarians be granted increase in pay under this revised schedule:

Katherine S. Rogan, Charlestown Branch
Elizabeth P. Ross, Codman Square Branch
Laura M. Cross, East Boston Branch
M. Louise Cullen, South Boston Branch
Margaret A. Sheridan, South End Branch
Beatrice M. Flanagan, Warren Street Branch
Fanny Goldstein, West End Branch
Gertrude Morse, West Roxbury Branch
\$35 to \$40 per week each, plus allowance
in certain cases on account of length of service;
Marian W. Brackett, Brighton Branch
Edith F. Pendleton, Dorchester Branch
Katie E. Albert, Jamaica Plain Branch
Annie M. Donovan, Roslindale Branch
Mary E. Ames, Follenos Athenaeum Branch,
\$33 to \$35 per week.

Ordered: that there be created in the Bates Hall Reference Department, a Division of Genealogy; and that Agnes E. Doyle

October 9, 1925

be appointed assistant in charge of said Division, at \$40 per week, plus allowance on account of length of service; and that Michael J. Conway, assistant, Bates Hall Reference Department, be promoted to the position of first assistant, with increase in pay from \$35 to \$40 per week: to take effect October 9, 1925.

Ordered: that John J. O'Brien, head finisher, Bindery Department, be granted increase in pay from \$41.50 to \$45 per week, and that James Philip Moores, forwarder, be promoted to the position of assistant foreman, with increase in pay from \$41.50 to \$43.50 per week: to take effect October 9, 1925.

Ordered: that the following grade increases in pay take effect October 9, 1925:

Ruth Marie Hayes, Children's Department, \$18 to \$20 per week
Margaret E. Lappen, Information Office, \$25 to \$28 per week
Christiana P. Jordan, Charlestown Branch, \$22 to \$23 per week
Ruth Miriam Hayes, Dorchester Branch, \$23 to \$24 per week
Alice D. Hurrey, Roxbury Branch, \$17 to \$18 per week
Anna M. F. Connolly, Uphams Corner Branch, \$20 to \$23 per week
William M. Bulgar, South Boston Branch, \$17 to \$18 per week
Elizabeth M. Kernachan, Mt. Vernon Branch, \$21 to \$23 per week,

Ordered: that the following persons be appointed to the regular service, October 9:

Laura R. Gibbs, assistant Branch Department, \$28 per week
Eleanor E. O'Leary, general assistant Codman Square Branch,
\$14 per week
Pauline Cohen, general assistant Roxbury Crossing Branch,
\$16 per week;

and in the Mechanical departments under Civil Service certification:

Henry A. Fahy, apprentice Bindery, \$12 per week,
as of February 2, 1925,
John D. Conway, watchman, Engineer & Janitor Department,
\$36 per week, as of August 15, 1925,
George E. LeGraw, engineer, Engineer & Janitor Department,
\$40 per week, as of September 5, 1925,
Owen J. Maguire, fireman, Engineer & Janitor Department,
\$36 per week, as of October 1, 1925.

Ordered: that Zoltan Haraszti, assistant in the Barton-Tisknor Division, Special Libraries Department, be appointed Editor of Library Publications, at a salary of \$2500 per year, to take effect December 1, 1925.

The Director presented for consideration a publication now nearing completion, the "National Union List of Serials" containing all the known titles of periodicals in the libraries of the United States and Canada; and recommended that the Library subscribe for the complete work at a cost of \$400, to be charged to the Skinner Fund. On motion of

October 9, 1925

Mr. Kirstein, the Director's recommendation was approved and adopted. Special privilege cards were granted to the Rev. S. G. Dewkes, Boston Herald Reference Department, Boston News Bureau, Eva Phillips Boyle, Drumming & Wolcott, C. J. Brink, Etta L. Davis, Charles E. Dowd, William G. Elliott, Nelson A. Fisher, The Gouderij Gum Company, Sidney A. Gunn, H. M. Haven and A. J. Hopkins, Francis Hight, Jacob's Book Monthly, W. M. Kerwin Press, Directory Department, N. E. Telephone Company, Manning, Maxwell & Moore, Jan West Murray, John F. H. Mellen, National Leather Company, Sister Muriel, The Pilgrim Press, Guy Richardson, Shoe Leather Reporter, The Shoe Retailer Company, Howard B. Smith, Robert C. Vose Galleries, and to members of the Examining Committee.

Dissolved:

Debra Jean Deery
Clerk

October 23, 1925

Friday, October 23, 1925

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirstein and Murray.

The President Judge Murray in the chair.

The record of the meeting of October 9, 1925 as presented, was approved.

Circular No. 72 from the Mayor's office, and a communication dated October 7th with reference to the amending of contracts, were read and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: Miscellaneous supplies for the Central Library and branches to the amount of \$3050.08 and for Binding \$377.75.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed, and the President's action in signing the same approved and confirmed: chargeable to the General appropriation amounting to \$27,217.59 and to Trust funds income \$553.38.

The Director's report was read by him.

October 23, 1925

On recommendation of the Director, it was Ordered: that the following persons be employed in the regular service October 23, 1925.

Herbert A. MacDonald, Assistant Registration Department, \$15 per week,
Sarah M. Usher, Assistant Branch Department \$25 per week,
Sarah M. Boughlin, Assistant Auditor's Office, \$18.50 per week, certified by the Civil Service Department,
Davide W. Sheeran, Forwarder, Binding, \$41.50 per week, certified by the Civil Service Department.

The Director presented proposals for installing an automatic sprinkler system in the basement of the West End Branch as follows:

Grinnell Company, Inc.	\$815
Wolworth-English-Scott.	774
Merrill Company	735

and on his recommendation the proposal of the Merrill Company was approved and accepted.

A report and recommendation from Hollis French and Allan Hubbard, engineers, under date of October 19th, on the heating and ventilating system of the Library, with an estimate of the possible cost of doing the work outlined in the recommendation, was read, and on motion of Mr. Currier, was laid upon the table for future consideration.

Special privilege cards were granted to Agostino Terrante, Edward P. Goodnow, Ira A. Hollis, The Tashor Company, and Henry Wickworth Moore.

Dissolved:

Debra Jean Deery
Clerk.

November 6, 1925

Friday, November 6, 1925

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Kirslein and Murray

The President Judge Murray in the chair.

The record of the meeting of October 23, 1925 as presented, was approved.

Circular No. 73 from the Mayor's office together with a letter from Mr. Philip O'Connell, in relation to the annual drive of the Salvation Army for funds, were read and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and Branches to the amount of \$1,357.75, and for Bindery \$125.54.

Bills for books, payable by draft on funds on deposit in London, amounting to approximately \$1,162.38, having been approved by the Director and certified by the Auditor to be correct, were allowed, and the President authorized to draw upon Messrs. Morgan Grenfell Company the necessary drafts therefor.

A letter dated October 26 was received from J. J. Gale, submitting a bill for professional services in the re-arrangement of the grounds at the West End Branch on account of the widening of Cambridge Street, in accordance with an understanding that the Library should pay for architectural services and the Public Works Department for the work under contract; and it was

Voted: that there be allowed and paid to J. J. Gale the sum of \$327 the same being for professional services as per bill of November 1; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the general appropriation 1925.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that Mary Joyce and Elizabeth J. McConthy, cleaners, be employed in the regular service at \$18 per week, each, as of June 24, 1925; certified by the Civil Service Department.

Ordered: that the following increases in pay be allowed, beginning November 6:

November 6, 1925

Alice V. Stevens, Central Branch Issue Department
\$35 to \$40 per week,
Loraine A. Sullivan, Special Libraries Department
\$29 to \$32 per week,
Mildred A. Bradbury, Special Libraries Department
\$28 to \$31 per week,
Eleanor L. Mulcahey, Special Libraries Department
\$25 to \$28 per week,
Katherine C. McGrath, Eng. Dep. Department
\$25 to \$29 per week,
Bridget Healey, Eng. Dep. Department
\$22 to \$24 per week.

Ordered: that the following grade increases in pay be allowed, beginning November 6:

Margaret G. Burns, Registration Department
\$15 to \$18 per week,
Dorothy E. Wilkins, Information Office
\$25 to \$28 per week,
Janice E. Silja, Follen Avenue Branch
\$15 to \$16 per week,
Mary A. C. Kavin, East Boston Branch
\$16 to \$18 per week,
Evelyn J. Grostman, Andrew Square Branch
\$14 to \$18 per week,
Fanny R. Cohen, Allston Branch
\$17 to \$18 per week,
Helen P. Atchuler, Tyler Street Branch
\$18 to \$20 per week,
Dora Feldman, Warren Street Branch
\$18 to \$20 per week,
Frances Melady, Warren Street Branch
\$18 to \$20 per week,
Alice J. Henry, Neponset Branch
\$18 to \$20 per week,
Marie M. Kennedy, Codman Square Branch
\$18 to \$20 per week,
and beginning November 20
Ester Chapman, Registration Department
\$15 to \$18 per week.

On recommendation of the Director, George W. Gallagher of the Bindery was granted a leave of absence of two months with half pay.

A communication from Professor Albert Bushnell Hart inviting the Director to serve on a committee to advise and consult with him in editing a co-operative history of Massachusetts, was read and ordered placed on file.

Special privilege cards were granted to Wallace Craig, Bertha J. Dupree, Helen M. Gerry, Grace M. Miller, James F. Bullard, and Anna Wilson.

On motion of Mr. Kirslein, it was

Voted: that the President and Director prepare a Resolution on the death of Mr. Horace G. Wadlin, former librarian.

This Resolution was submitted and approved as follows:

November 6, 1925

Resolved: that the Trustees record their sincere regrets at the death of the late Horace G. Wadlin, librarian of the Boston Public Library from 1903 to 1917. His death coming when he was in such apparent good health and vigor seems untimely.

Resolved: that this minute be entered on the records of the Board of Trustees, and that a copy be sent to Mrs. Wadlin.

Dissolved:

Della Jean Deery
Clerk.

November 20, 1925

Friday, November 20, 1925

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Currier, Kirstein and Murray.

The President Judge Murray in the chair.

The record of the meeting of November 6, 1925 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$1,360.87, for Binding \$107.20 and for Printing Department \$1,726.04.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation amounting to \$29,400, and to trust funds income \$4,366.43.

Voted: that there be allowed and paid to Starkweather & Broadhurst, Inc. the sum of \$3,975.75, second payment on contract dated May 5, 1925; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment said amount to be charged to the general appropriation, 1925.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following grade increases in pay take effect November 20:

November 20, 1925

Evelyn L. Perlman, Bates Hall, \$16 to \$18 per week

Kenneth C. Barnes, Newspaper Room, \$12 to \$14 per week.

Ordered: that the following persons be employed in the regular service: Pearl B. Stuart, second assistant Tellows Athenaeum Branch, \$23 per week, November 20; and Joseph P. Gately, apprentice, Binding, \$12 per week, November 9, under Civil Service certification.

On recommendation of the Director, Nellie A. Hogan, cleaner, was granted a leave of absence of thirty-four (34) days without loss of pay: on account of illness.

A letter dated November 12 from the Trustees of the Tellows Athenaeum proposing certain alterations and improvements in the Tellows Athenaeum building now occupied by the Library, on condition that the city increase the rent from \$2000 to \$2500 per year and take a lease of the premises for ten years, was read and laid upon the table.

The Director reported on the matter of changes necessary to improve the heating and ventilating system of the Central Library, and on his recommendation, it was

Voted: that Hollis French & Allen Hubbard be engaged as consulting engineers to supervise the work recommended, in accordance with an agreement dated November 20; and that the President or Vice President award and execute contracts for labor and material to complete the same.

As requested at a previous meeting, the Director submitted a special report on the whole matter of book ordering and buying; and on motion of Mr. Currier, the report was approved and ordered placed on file.

Special privilege cards were granted to Cyril Harris, John Gilman Rand, W. S. Printing & Lithograph Company, Frank Waller, and Harriot L. West.

Mr. Kirstein reported an offer from Mr. Morris Gest to give for the Library a benefit performance of "The Miracle", the entire receipts to be used by the Trustees for any purpose they choose; and it was

Voted: that Mr. Gest's offer be accepted with thanks.

Dissolved: Della Jean Deery
Clerk.

December 4, 1925

Friday, December 4, 1925

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connelley, Currier, Kirstein and Murray.
The President Judge Murray in the chair.

The record of the meeting of November 20, 1925 as presented, was approved.

The Director was authorized to purchase according to lists submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$9,029.60, for Bindery \$266.68 and for Printing Department \$28.96.

The President presented from Mr. Morris Gost a check for \$2652.50, a gift to the Library under the terms of his letter of November 20, 1925; and it was

Ordered: that the gift be accepted and funded as the "Morris Gost Fund", the income to be used in the interest of dramatic art.

Ordered: that the President be requested to acknowledge receipt of the letter and accompanying check, and express to Mr. Gost the gratitude of the Board.

The President presented a letter dated December 1 from Mr. George B. Dabney, executor of the will of Alice B. Chase, late of Boston, informing the Trustees of a bequest to the Library under her will, of an oil painting of Old Boston, in memory of her husband, and it was

Ordered: that the bequest be accepted, subject to the approval of the Art Commission.

A letter dated November 20 was received from Mr. Samuel S. Doggett, stating that he is resigning as trustee under the will of Caleb Davis Bradlee late of Brookline, in which the Library has an interest; and suggesting the appointment in his place of Walter Bradlee Smith and Paul Dudley Childs. The suggestion was approved.

The Director reported the death on November 20 of Mr. Henry Niederauer formerly of the Library service; and on motion of Mr. Kirstein it was

Resolved: that the Trustees of the Public Library of the City of Boston record their regret at the death of Mr. Henry Niederauer, who retired from his post on February 9, 1924, after thirty years of faithful service as Chief Engineer of the Library and Custodian

December 4, 1925

of the Central Library building. His intimate knowledge of the building since its erection, together with his integrity of character, made him a valued and trusted employee during his long term of service.

Resolved: that these resolutions be entered in the records of the Library, and that a copy be sent to Mr. Niederauer's family.

The Director's report was read by him.

On recommendation of the Director it was

Ordered: that there be allowed and paid to The F. S. Payne Company the sum of \$1344.25, being the first and second payments on contract dated August 29, 1925, as per certificate dated December 4; the sum of \$614.75 being the third and final payment on said contract, as per certificate dated December 4; and to Starkweather & Broadhurst, Inc. the sum of \$1426.25, being third and final payment on contract dated July 5, 1925 as per certificate dated December 4, 1925; and that the President or Vice President sign requests on the City Auditor for special drafts in favor of said payments said amounts to be charged to the appropriation for Library Department 1925.

On recommendation of the Director, it was

Ordered: that librarians of Grades C and D branches, and first assistants of Grade A and B branches who have fully qualified by examination or who have been in the Library service at least twenty years, be granted an increase in pay of \$2 per week.

On recommendation of the Director, it was

Ordered: that the following grade increases in pay be allowed, to take effect December 4:

E. Carolyn Merrill, cataloguer, Catalogue Department, \$35 to \$37 per week
Mary F. Cunley, acting librarian North End Branch, \$33 to \$38 per week
Theodora C. Scoff, librarian Mt. Bowdoin Branch, \$30 to \$33 per week
Leda Ascherhoff, second assistant Warren Street Branch, \$23 to \$25 per week
Anna E. Pepe, general assistant North End Branch, \$16 to \$18 per week
Katherine Plummer, general assistant Poolindale Branch, \$16 to \$18 per week
Eugenia Deroyner, general assistant Uphams Corner Branch, \$14 to \$16 per week.

Ordered: that the following changes in pay take effect December 4:

December 4, 1925

Della Jean Deary, Executive Assistant to the Director, \$38.75 to \$40 per week, plus allowance as Clerk of the Trustees,

Pierce E. Buckley, Custodian Bates Hill Centre Desk, \$40 to \$43 per week,

Anna M. Donnan, Assistant Shelf Department, \$23 to \$27 per week,

Katharine J. Muldoon, Librarian Allston Branch, \$30 to \$32 per week,

Alice I. Murphy, Librarian City Point Branch, \$30 to \$32 per week,

Margaret C. Calman, Librarian Jeffries Point Branch, \$30 to \$32 per week,

Mary M. Sullivan, Librarian Parker Hill Branch, \$30 to \$32 per week,

Marion E. Knigman, Librarian Tyler Street Branch, \$30 to \$32 per week,

Katharine M. Sather, Librarian Northburg Crossing Branch, \$30 to \$32 per week,

Elizabeth H. McShane, Librarian Andrew Square Branch, \$28 to \$30 per week,

Gertrude I. Cornell, Librarian Fenwick Branch, \$28 to \$30 per week,

Margaret J. McGovern, first assistant Charleston Branch, \$27 to \$29 per week,

Helen I. Morrissey, first assistant North End Branch, \$27 to \$29 per week,

Grace E. Bradley, first assistant South Boston Branch, \$27 to \$29 per week,

Alice McEltrick, first assistant South End Branch, \$27 to \$29 per week,

Katharine Longman, first assistant Uphams Corner Branch, \$27 to \$29 per week,

Geneva Watson, first assistant West End Branch, \$27 to \$29 per week,

George W. Forbes, reference assistant West End Branch, \$27 to \$29 per week,

Rebecca E. Willis, first assistant West Roxbury Branch, \$27 to \$29 per week,

Ellen M. Conley, first assistant Brighton Branch, \$26 to \$28 per week,

Margaret M. Barton, first assistant Dorchester Branch, \$26 to \$28 per week,

plus allowance for long service, Jessie M. Plaisted, first assistant Roslindale Branch, \$26 to \$28 per week.

Ordered: that the following persons be appointed to the regular service December 4:

Edith J. Wright, Cataloguer, Catalogue Department, \$30 per week,

Donald D. Walsh, Cataloguer, Catalogue Department, \$30 per week,

Miriam J. Murphy, Assistant Cataloguer, Catalogue Department, \$25 per week,

Benjamin W. Ruddy, Assistant, Catalogue Department, \$12 per week,

Diana S. Glickman, Assistant, Issue Department, \$12 per week,

Michael Pappasakis, Assistant, Issue Department, \$13 per week,

Lois Clark, Librarian, Mattapan Branch, \$28 per week.

The Director was authorized to increase the allowance for part-time janitor service at the following branches, from \$9

to \$12 per week: Andrew Square, Boylston Station, Jeffries Point, Lower Mills, Mattapan, Neponset and Fenwick.

On recommendation of the Director it was

Ordered: that on and after January 1, 1926, the hour of opening the Grade C and D branches be 1 instead of 2 o'clock p.m.

On recommendation of the Director, Bessie I. Doherty of the Branch Department was granted a leave of absence of 20½ days without loss of pay on account of illness.

The Director reported that on November 24th at noon, under public advertisement, proposals for furnishing ventilating fans, motors, air washers, etc. for the Central Library building, were publicly opened and read, as follows:

B. F. Sturtevant Company, \$9.925

Massachusetts Blower Company, \$9.750

and on advice of French & Hubbard, Engineers, the proposal of the B. F. Sturtevant Company was accepted. Under approval of the Mayor the contract was awarded to the Sturtevant Company and duly executed by the President on November 27th.

Special privilege cards were granted to George B. Aspinwall, George M. Long, John H. Lowell, and Annie J. Pratt.

The following tentative vote submitted informally by the Examining Committee of 1925, was given careful consideration:

- "Voted: that the Examining Committee recommend to
- "the Trustees of the Library that the status of the Examining
- "Committee be so changed that a permanent Advisory
- "Council be created to act in an advisory capacity to
- "the Board; the Advisory Council to consist of sub-
- "committees on Administration and Finance, Books and
- "Catalogues, Special Libraries, Printing and Binding,
- "Branches, and Children's Department and work with
- "Schools, to be appointed one-third for one year, one-third
- "for two years and the balance for three years: no more
- "than five nor less than three to each committee; the
- "present Examining Committee in conference with the
- "Trustees to nominate the Advisory Council and
- "the Trustees to approve and appoint."

December 4, 1925

It was

Voted: that after consideration of the matter the Trustees are of the opinion that they have no authority to take the action recommended.

Dissolved:

Willa Jean Deery
Clerk.

December 18, 1925

Friday, December 18, 1925

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connelly, Currier, Kirstein and Murray.

The President Judge Murray in the chair.

The record of the meeting of December 4, 1925 as presented, was approved.

The following communications were read and ordered placed on file: a circular letter from the City Auditor in relation to the closing of accounts for the year 1925; from Mr. Thomas A. Fox enclosing copy of a letter written by him to Mr. Paul Manships in relation to a proposed Sargent Memorial; from Mr. Morris Gest acknowledging the vote of the Board funding his gift to the Library; and from the Art Commission approving the printing of Old Boston bequeathed to the Library by the late Elsie B. Chase.

The President for the committee to outline plans for co-operation between the Library and the Harvard Business Library, submitted a report which was considered a length; and on motion of Mr. Currier, it was

Voted: that the Trustees accept the report of the committee and approve in principle an arrangement with the Harvard Graduate School of Business Administration, subject to final agreement on details.

The proposal of the Trustees of the Fellows Athenaeum concerning alterations and improvements in the Fellows Athenaeum building conditional on increase in rent, was taken from the table for consideration; and on motion of Mr. Currier, the Director was requested to reply to the communication stating that the Trustees of the Library have given favorable consideration to the same, and have included in

December 18, 1925

Their budget for the coming year an item of \$500 to meet the increase in rent requested.

The following bills having been approved by the Director and certified by the Auditor to be correct were allowed and ordered paid: chargeable to the general appropriation amounting to \$15,081.01, and to trust funds income \$6,194.17.

Voted: that there be allowed and paid to Messrs. Morgan, Grenfell Company of London the sum of \$4000 the same to be placed to the credit of the Trustees for the purchase of books, and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the appropriation for Library Department 1925.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following grade increases in pay take effect December 18:

Benjamin W. Rude, assistant Catalogue Department
\$12 to \$15 per week.
Kenneth E. Barnes, assistant Newspaper Room,
\$14 to \$15 per week.
William J. O'Hara, assistant Ordering Department
\$17 to \$20 per week.

Ordered: that the following changes in pay take effect December 18:

William C. Maiers, assistant Ordering Department
\$35 to \$39 per week.
Josephine E. Day, telephone operator, Executive Department, \$20 to \$25 per week.
Robert D. Dixon, shipper, Branch Department
\$35 to \$40 per week.
Anna L. Manning, assistant in charge Teacher's Room
Children's Department, \$29 to \$31 per week.
Julia R. Zugg, assistant, Special Libraries
\$25 to \$27 per week.

Ordered: that Ruth Marie Hayes be transferred from the Children's Department to the Codman Square Branch, with increase in pay from \$20 to \$22 per week, December 18.

Ordered: that the following persons be employed in the regular service: Lee J. Dunn, Executive Department, \$15 per week, December 18; Walter J. Diggs, machinist, Engineer & Janitor Department, \$40 per week, as of December 1; under certification of the Civil Service Department.

The Director reported that the promotion of James Philip

December 18, 1925

Mossers, of the Bindery, authorized by the Board on October 9, 1925, is not approved by the Civil Service Commission inasmuch as the change involves a change in his rating in the Classified Service; and on his recommendation it was

Voted: that the order of October 9, 1925 relating to the promotion of James Philip Mossers, forwarder, to the position of assistant foreman Bindery, be rescinded; and

Ordered: that James Philip Mossers, forwarder, be granted an increase in pay from \$41.50 to \$43.50 per week, to take effect October 9, 1925, in consideration of additional duties assigned by the Chief of the Department.

On recommendation of the Director, Mary V. Doyle, assistant in the Children's Department, was granted a leave of absence of four weeks without loss of pay: on account of illness.

The Director reported that proposals for furnishing and installing in the Central Library Building an automatic heat control equipment were regularly advertised for in the City Record, but none received; and that on recommendation of Frank McEward, Engineer, and with the approval of the Mayor, a contract for the performance of this work was awarded without further advertising to the Johnson Service Company of Boston, for the sum of \$7500.

On motion of Mr. Currier, it was

Voted: that the President and Mr. Kirstein be a committee on the preparation of the budget for the coming year.

Special privilege cards were granted to Marvin J. Bailey, The Curtis Publishing Company, The Belote Company, Donald M. Greer, Roy C. Hanaway, St. Paul's Cathedral, and James Wilkinson Company.

Voted: that the next regular meeting of the Corporation be on Friday, January 8, 1926 at 4 o'clock p.m.

Dissolved:

Delia Jean Deery
Clerk.

January 8, 1926

Friday, January 8, 1926

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirstein and Murray.

The President Judge Murray in the chair.

The record of the meeting of December 18, 1925 as presented, was approved.

Circular No. 74 from the Mayor's office was read and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$3,669.69, for Bindery \$50.48 and for Printing Department \$185.05.

The following bills having been approved by the Director and certified by the Auditor's office to be correct, were allowed and ordered paid: chargeable to the general appropriation amounting to \$40,270.40.

The Director presented his budget estimates for the maintenance of the Library for the year 1926, which were considered and approved as follows:

A. Personal Service	\$69,721
B. Service other than personal	130,522
C. Equipment	156,336
D. Supplies	35,410
E. Materials	24,779
F. Pensions	864
Total estimate	\$1,039,632

The Director's report was read by him.

The Director presented the resignation from the Library service of Adelaide A. Nichols, Auditor, December 31, 1925; and it was

Resolved: that the Trustees of the Public Library of the City of Boston in accepting the resignation of Adelaide A. Nichols, Auditor of the Library, record their grateful appreciation of her faithful and valuable services since May 1868, the longest period of continuous employment in the history of the institution.

January 8, 1926

On recommendation of the Director, it was Ordered: that Helen Schubarth, first assistant in the Auditor's office, be advanced to the position of Auditor made vacant by the resignation of Adelaide A. Nichols, with increase in pay from \$35 to \$40 per week as of January 1, 1926: under approval of the Civil Service Department.

Ordered: that John L. McVally be employed in the regular service in the Engineer & Janitor Department, ^{as janitor-laborer,} at \$27 per week, as of December 28, 1925: under certification of the Civil Service Department.

The Director reported the absence on account of illness of Nils J. Herland, engineer; and on his recommendation it was

Voted: that Nils J. Herland be granted a leave of absence of four weeks without loss of pay; and an allowance of \$100 from the "Elise Lincoln Whitney Fund".

Special privilege cards were granted to the Boston Insurance Company, Howard D. French, Anna E. Greenell, Arthur E. Kennelly, Mellius Food Company, Henry Warren Boor, Heinrich Unzerhan, Bernard Wiseman, and the Women's Municipal League.

The Director presented a subpoena in the case of Augustus Shumway and Walter Abbott, Trustees, versus the Attorney General of the Commonwealth and others, regarding the transfer of certain funds to the Trustees of the Library to be used in connection with the Sargent mural decorations in the Library: service of which was accepted by the Corporation.

Voted: that the next meeting of the Corporation be on Friday, January 29, 1926 at 4 o'clock p.m.

Dissolved.

Debra Jean Deery
Clerk.

Friday, January 29, 1926
Date for regular fortnightly meeting of the Corporation.

No quorum.

Debra Jean Deery
Clerk.

Friday, February 26, 1926

Date for regular fortnightly meeting of the Corporation.

No quorum.

Debra Jean Deery
Clerk.

Friday, February 12, 1926

February 12, 1926

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirokin and Murray.

The President Judge Murray in the chair.

The record of the meeting of January 8, 1926 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$1,145.64 and for Binding \$78.26.

Circulars No. 1 and 2 from the Mayor's office were read and ordered placed on file.

The report of the Examining Committee for 1925 was received; also a letter from the Vice-Chairman of the Committee suggesting a series of communications regarding contributions and legacies, which was referred to the President for reply.

The Director reported that bills in the January 31st. requisition amounting to \$5,721.50 chargeable to the general appropriation and \$2,383.78 chargeable to trust funds income, having his approval, were signed by the President on January 15th; and that the purchase of miscellaneous supplies according to a list submitted by him on January 29 was approved by the President and Mr. Currier subject to confirmation by the Board at a later date; and this action was approved and confirmed.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation amounting to \$14,544.79 and to trust funds income \$707.40.

The Director's report was read by him.

On recommendation of the Director it was

February 12, 1926

Ordered: that the following persons be employed in the regular service under Civil Service certification, at the dates named:

James J. Burns, janitor- laborer, Engineer & Janitor Department, Janitor, attendant, \$27 per week, January 21.
 Mary A. Moynihan, cleaner, Engineer & Janitor Department, \$13 per week, January 26.
 Lillian E. Conway, assistant, Auditor's office \$18 per week, February 14;

Ordered: that the following grade increases in pay take effect February 12:

Henry A. Fahy, apprentice, Bindery \$12 to \$16 per week
 Florence M. De Luca, general assistant East Boston Branch, \$13 to \$20 per week,
 Olympia M. Gable, second assistant, North End Branch, \$23 to \$25 per week,
 Anne M. J. Connolly, second assistant Uplands Corner Branch, \$23 to \$24 per week,
 Beatrice D. Jaberger, general assistant, Hyde Park Branch, \$20 to \$23 per week.

Ordered: that Miriam R. Herzog, General assistant, East Boston Branch, be advanced to the position of second assistant, with increase in pay from \$20 to \$23 per week.

Ordered: that Harry W. Matthews, assistant Bates Hall Reference Department, be granted increase in pay from \$33 to \$35 per week, to date from January 4; and that Laura R. Gibbs be transferred from the Branch Department to the position of assistant to the Reference Librarian, Bates Hall, with increase in pay from \$28 to \$31 per week, to date from January 18.

The Director reported that he had advertised for proposals for installing ventilating fans, motors, air washers, heaters, etc. purchased in November 1925.

The Director presented a letter from the Library Board of the Birmingham, Alabama Public Library acknowledging the expression of sympathy and generous gift of books to the Library following its destruction by fire last year.

The Director presented an outline of the program of the American Library Association Fiftieth Anniversary Celebration, and recommended that a contribution be made to the fund for the same; and on motion of Mr. Lounier, it was

Ordered: that a contribution of \$1000 be made to the American Library Association Fiftieth Anniversary Fund, to be charged to the Francis Skinner Fund.

February 12, 1926

Special privilege cards were granted to Philip P. Baird, Jr., Frank Hoffman, The Lawrence Press, Inc., Muther Manufacturing Company, Dual McPeak, and the United Business Service.

Dissolved.

Lella Jane Deery
 Clerk.

Friday, March 5, 1926

March 5, 1926

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present, Messrs. Currier, Kirstein and Murray.

The President Judge Murray in the chair.

The record of the meeting of February 12, 1926 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches according to a list submitted by him and to be placed on file, to the amount of \$2,194.42 and for Bindery \$85.75.

The Director reported that on February 26, the President and Mr. Kirstein authorized the purchase of miscellaneous supplies according to a list submitted by him, to the amount of \$1,638.52 and for Bindery \$278.09; and this action was approved and confirmed.

Circular No. 3 from the Mayor's office was read and ordered placed on file.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following grade increases in pay take effect March 5:

James E. Lilja, general assistant, Jellison Atteneum Branch, \$16 to \$18 per week
 Pearl B. Stuart, second assistant, Jellison Atteneum Branch, \$23 to \$24 per week.

Ordered: that Marie M. Kennedy, general assistant Codman Square Branch be advanced to the position of general assistant South Boston Branch, with increase in pay from \$20 to \$23 per week; and

March 5, 1926

that Annie Reis, general assistant South Boston Branch be advanced to the position of second assistant without change in pay.

Ordered: that Everett B. Tewkesbury be employed in the regular service as assistant in charge of the Barton-Ticknor Division, Special Libraries Department, at \$32 per week, March 5.

The Director recommended that in recognition of the unique quality of the service rendered by Mary C. Sheridan, first assistant in the Issue Department, in her wise and helpful handling of the public for a period of twenty-four years, she be granted an increase in pay from \$35 to \$40 per week; it being understood that this action does not affect the pay now regularly attached to the position, namely \$35 per week; and it was

Ordered: that the pay of Mary C. Sheridan, first assistant in the Issue Department be increased from \$35 to \$40 per week, beginning March 1.

On recommendation of the Director, Frank C. Beardsall, Chief of the Issue Department was allowed an absence from December 14, 1925 to February 27, 1926 inclusive, without loss of pay, on account of illness and because of long and faithful service.

Ordered: that Mary C. Sheridan, first assistant in the Issue Department be allowed the sum of \$40 for extra service during the absence of the Chief of the Department on account of illness, December 14, 1925 to February 27, 1926 inclusive.

The Director reported that on March 3, proposals for installing in the Central Library building certain ventilating fans, motors, air washers, heaters, etc. were received from

Lynch Woodward, Inc.	\$7376
H. E. Whitten Company	8746
Walworth English & Co.	9337

and on recommendation of French & Hubbard, Engineers, it was

Voted: that the proposal of Lynch & Woodward, Inc. be accepted, and a contract awarded to them subject to the approval of the Mayor, and the President authorized to execute the same.

The Director presented a report from the Engineering Department of the John C. Paige Company on their examination of the Library building for the purpose of suggesting improvements in the general plan of fire protection and the safeguarding of the Library's collections; and

March 5, 1926

on motion of Mr. Currier, it was

Voted: that the report be referred to His Honor the Mayor with a view to the performance of the work.

A communication dated February 12 was received from City Councillor Walter E. Wragg, asking whether the sum held by the Trustees as the "Oakland Hill Trust Fund" for the benefit of the Mattapan Branch, may be used for the erection of a branch library building in Mattapan; and the Director was requested to send to Mr. Wragg a copy of the decree of the Probate Court establishing this fund, of which the income only may be used.

Voted: that for the present, the President or Vice President and any member of the Corporation constitute a committee to award contracts for repairs and improvements; and to approve lists of books and miscellaneous supplies submitted by the Director for purchase.

Special privilege cards were granted to Edward C. Telles, Stevens Lee, Murphy & Millson, Helen M. Woodruff, and Caroline C. Allen.

Dissolved:

Della Jean Deery
Clerk.

Friday, March 19, 1926

March 19, 1926

Date for regular fortnightly meeting of the Corporation.

No quorum.

Della Jean Deery
Clerk.

Friday, April 30, 1926

April 30, 1926

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier and Murray.

The President Judge Murray in the chair.

The record of the meeting of March 5, 1926 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for

April 30, 1926

the Central Library and branches to the amount of \$2,439.26 and for Bindery \$80.

Bills for books payable by draft on funds on deposit in London amounting to \$3,516.45 having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid, and the President or Vice President authorized to draw upon Messrs. Morgan, Grenfell & Company the necessary drafts therefor.

The action of a committee of the Trustees in authorizing the purchase on March 19 and April 16, 1926 of miscellaneous supplies for the Central Library and branches to the amount of \$7,433.89, and for Bindery \$798.74; and the payment of bills in the March 31st requisition, chargeable to the general appropriation amounting to \$24,374.97 and to trust funds income \$1,239.39, and in the April 30th requisition chargeable to the general appropriation \$23,711.21 and to trust funds income \$807.06, was approved and confirmed.

Circulars No. 14, 5, 6 and 7 from the Mayor's office were read and ordered placed on file.

Orders from the City Council under date of February 1, transmitted through His Honor the Mayor, requesting the establishment of new branches of the Library on Portia Street, Roxbury, and on Bowdoin Street, Dorchester, were received and read; together with the Director's report on the same which was approved and accepted.

A letter dated March 6 was received from Mrs. Langdon Pearce of Wellesley Farms, offering to the Library as a gift a marble copy of the statue The Psyche of Capua; together with a letter from the Art Commission of the city approving the same. On motion of Mr. Currier, it was

Voted: that the gift be accepted, and that the thanks of the Board be transmitted to the donor.

In the absence of the Director, his report was read by the Clerk.

On recommendation of the Director, it was

Ordered: that the following persons be employed in the regular service, April 30: David E. Perlman, assistant Issue Department, \$13 per week, and Elizabeth Whitten, assistant Periodical Room, \$20 per week; and under civil service certification: Roy A. Nelson, painter, Engineer & Janitor Department, \$40 per week, as of March 5; Ernst J. Rousseau, engineer, Engineer & Janitor Department, \$40 per week, as of April 1,

April 30, 1926

and Grace M. Caution, assistant Auditor's office, \$25 per week, as of April 5.

Ordered: that the following grade increases in pay be allowed, to date from April 9:

Katherine R. The Names, general assistant South
Room Branch, \$17 to \$18 per week,
Eleanor E. O'Leary, general assistant Godman
Square Branch, \$14 to \$16 per week.

A petition addressed to the Director with request that it be presented to the Trustees, was received from Thomas J. Sexton, formerly employed in the Engineer & Janitor Department of the Library and discontinued from service on January 1, 1926 because of age, asking for an allowance of pay for work performed by him after the date of his retirement. After consideration, on motion of Mr. Currier, the Director was requested to ascertain from the City Auditor whether the Trustees have authority to pay the amount due for this work, by special draft or otherwise, inasmuch as Mr. Sexton remained in service through error.

The Director was authorized to expend a sum not exceeding \$500 for the purchase of historical manuscripts of special interest to Boston, at the sale of the Charles P. Greenough Collection in New York on May 3 and 4: to be charged to the "James Lyman Whitney Fund."

Special privilege cards were granted to the Brown, Durrell Company, State Department of Public Utilities, Doris Hayes Advertising Company, Elizabeth M. K. Pillsbury, Katherine C. Corbett, Angela J. Morris, Godfrey L. Cabot, Inc., N. V. Nelson Company, Ethel A. Green, Capehart-Carey Corporation, Librarian Christian Science Publishing Society, Robert J. Hambleton, Home Libraries Department of Children's Aid Society, Anita De Oyarzabal, Laura H. Dixon, N. E. Telephone & Telegraph Company Division of Traffic Assets, Arthur Garnett Company, Mary C. Piskett, William E. C. Powell, Society for the Advancement of Education, Librarian Marine Hospital, and Sister M. Pauvratius.

Voted: that the annual meeting of the Corporation due to be held on May 3, 1926, be postponed to the last regular meeting in June 1926.

Dissolved.

Eden J. Deery
Clerk.

May 14, 1926

Friday, May 14, 1926

Date for regular fortnightly meeting of the Corporation.

No quorum.

Della Jean Deery
Clerk

May 28, 1926

Friday, May 28, 1926

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Connolly, Gaston and Murray

The President Judge Murray in the chair.

The record of the meeting of April 30, 1926 as presented, was approved.

Circular No. 8 from the Mayor's office was received and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$4,713.88, for Bindery \$218.15 and for Printing Department \$326.20.

The Director reported that on May 14, 1926, a committee of 16 Trustees authorized the purchase of miscellaneous supplies for the Central Library and branches to the amount of \$26,144.78, for Bindery \$199.28 and for Printing Department \$576.36; and the payment of bills in the May 31st requisition, chargeable to the general appropriation amounting to \$26,453.12 and to trust funds income \$620.20; and this action was approved and confirmed.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service changes take effect May 28,

1926:

Grade increases in pay:

Sarah M. Loughlin, Assistant Auditor's office,
\$18.50 to \$20 per week
Issue Department.
Beatrice Coleman and Lora A. Conis
\$25 to \$27 per week, each
Mary M. Burke, \$23 to \$25 per week
Alfred M. Bernan, \$21 to \$22 per week
David G. Perlman and Michelle Lippertakis
\$13 to \$15 per week, each

May 28, 1926

Mary E. McDermough, Children's Department
\$18 to \$20 per week

Bessie L. Doherty, Branch Department
\$27 to \$29 per week

Margaret M. Keenan, Branch Department
\$25 to \$27 per week

Branches

Helen P. Altshuler, Tyler Street Branch
\$20 to \$22 per week

Lolara Brown, Uphaus Corner Branch
\$20 to \$23 per week

Christiane P. Jordan, Charleston Branch
\$23 to \$24 per week

Beatrice C. McGuire, Uphaus Corner Branch
\$33 to \$35 per week;

Engineer and Janitor Department

Garret Laegre, Thomas J. Murphy,
George D. Seagrave, and Ernest J. Rousseau, engineers, and
Frederick J. Dubeck, electrician,
\$40 to \$42 per week, each

Charles J. Wyzanski, janitor-laborer
\$30 to \$33 per week

James J. Burns, Henry W. Fry, James J. Kelley,
Patrick A. Kennedy, John L. Mackally, and
Charles Webster, janitor-laborers, and
William E. Cole, Archibald L. Gleason,
William P. Hickey, and David G. F. Schrom,
elevator attendants,
\$27 to \$30 per week, each;

Promotions with increase in pay:

Santa M. Costa, Issue Department, \$17 to \$18 per week

Mary D. Daly, Issue Department, \$12 to \$14 per week

Mary J. Burke, acting librarian to position of librarian,
North End Branch, \$38 to \$40 per week

Helen L. Morrissey, acting first assistant to position of
first assistant, North End Branch, without change
in pay;

Appointment to regular service:

Anna F. Coleman and Mary L. Grogan, general
assistants Issue Department, \$14 per week, each

Jean B. Day, assistant Branch Department, Catalogue
division, \$25 per week

Louise Lento, general assistant East Boston Branch, \$16 per week

Bessie C. Fisher, general assistant Bellows Falls Branch, \$18 per week

Irene M. Hodgman, general assistant Jamaica Plain Branch, \$20 per week

Ethel Kimball, general assistant North End Branch, \$20 per week;

and under Civil Service certification

Lecker J. Coburn, Branch Department shipping room
\$12 per week as of April 28, 1926, and

Katherine C. Holland, engineer Janitor Department,
cleaner, \$18 per week, as of March 26, 1926.

On recommendation of the Director, it was

Voted: that the following persons be allowed time taken
on account of illness, without loss of pay:

Mary R. Santos, Issue Department, four weeks

Timothy C. Harrington, janitor Charleston Branch
six weeks and three days

Richard Brown, Branch Department, nineteen and one-half days

Edward O'Brien, engineer Janitor Department, twenty days.

On recommendation of the Director, it was

Voted: that the President be authorized to execute a renewal
of the lease of the premises occupied by the Mt. Bowdoin Branch of the

May 28, 1926

Library, for a period of two years from February 1, 1926, at an annual rental of \$1200.

A letter dated May 15 from the Trustees of the Fellows Athenaeum in relation to proposed alterations in the Fellows Athenaeum building, was read and ordered placed on file.

A letter dated May 21 was received from Mr. Samuel B. Doggett in relation to his resignation as trustee of the Caleb Davis Bradlee estate, proposing certain arrangements for carrying on the trust, any one of which is satisfactory to the Trustees.

A letter dated May 26 was received from His Honor the Mayor enclosing a communication addressed to him by the Department of State at Washington in relation to certain war memorials awarded by the Government of New Zealand to Leslie Orr, supposed to have been born in Boston, who was killed in action in the late war, and trace of whose relatives cannot be found: asking if the Trustees of the Library would accept the memorials to be held in trust pending the receipt of an application from the person entitled to hold them. After consideration, on motion of Mr. Gaston, it was

Voted: that the Trustees are favorable to the action suggested by the Mayor and will receive the memorials in accordance therewith.

The Director recommended a revision of the rules relating to fines on books detained beyond the time for which they were lent, as contained in Article III, Sections 1, 2, 3 and 4 of the Rules and Regulations, to read as follows:

Section 1. Any person who detains a volume beyond the time for which it is lent shall pay a fine of two cents for each and every day of such detention, for a period of eight weeks from the time when the book should have been returned, unless prior to the expiration of that period the borrower reports the book as lost and pays the full cost of replacing it, together with the fines accrued to the date of such payment by him. No refund will be allowed on a book reported lost and paid for, after the expiration of two weeks from such payment. Fines accrued for over detention of books by juvenile borrowers will be computed at the rate of one cent a day.

Section 2. Willingness to pay the fine does not entitle the holder to detain a book beyond the prescribed period. (No change)

Section 3. A book detained for more than eight weeks shall be considered lost, and the person detaining it shall, in addition to accrued fines, pay the full cost of replacing it.

Section 4. At the end of six years any unpaid fines for over detained books shall be cancelled, but within that period no book shall be delivered to any

May 28, 1926

person, or upon his library card, until all fines and charges due from him are paid.

After consideration, this revision was approved and adopted.

Special privilege cards were granted to Amistad Collier, Phyllis Lexington, Susan B. L. Jones, Hubert C. Herring, Antoinette B. P. Heston, Alice O'Connor, Pinkham Press, Frank H. Townsend Company, Helen Freeman, Seymour-Howard Corporation, Ward's Stationers, William Whitman Company, Judith B. Williams, and Woman's Foreign Missionary Society.

A communication dated May 24 from the Building Commissioner, relative to improving conditions at certain branches of the Library in case of fire, was referred to the Director to consult with the Budget Commissioner as to an appropriation for carrying out the changes recommended.

A letter dated May 26 from the Engineering Department of O'Brien, Russell Company, offering suggestions for improving the fire protection and safe-guarding of valuable collections at the Central Library, was read and ordered placed on file; and the Director requested to furnish a copy of the same to the Budget Commissioner, and to express to Messrs. O'Brien, Russell Company, the appreciation of the Board for their interest.

The general meeting of the Corporation was at this time dissolved.

At 4 o'clock p.m. a hearing was given on the suspension on May 17 of Charles E. Hardy, junior of the West End Branch of the Library, on the charge of neglect and insubordination.

There were present, in addition to the Trustees and the Director, Assistant Corporation Counsel Joseph P. Lyons, Mr. Hardy and his attorney James J. Yoffa, Edith Guerrier, Supervisor of Branches, and Fanny Goldstein, Librarian of the West End Branch who made the charges.

Mr. Yoffa immediately filed a motion to dismiss the case on the ground that the notice given Mr. Hardy was not in accordance with Chapter 13, Section 43 of the General Laws.

Testimony was heard from Miss Goldstein and Miss Guerrier, after which the hearing was adjourned to Thursday, June 3, 1926 at 3 o'clock p.m. in the same place.

May 28, 1926
June 3, 1926

The adjourned hearing on the suspension of Charles E. Hardy, janitor of the West End Branch, was held in the Trustees' room on Thursday, June 3, 1926 at 3 o'clock p.m.

The President of the Board at the conclusion of the hearing found the charges were not sustained, and directed that Mr. Hardy be re-instated in his position, and that he be allowed full pay for the period of his suspension.

Dissolved.

Mella Jean Deery
Clerk

June 18, 1926

Friday, June 18, 1926

Date for regular fortnightly meeting of the Corporation.
Postponed by order of the President to Monday, June 21, 1926, at 10 o'clock a.m.

Mella Jean Deery
Clerk

June 21, 1926

Monday, June 21, 1926

Date for regular meeting of the Corporation. No

quorum.

Mella Jean Deery
Clerk

Friday, July 2, 1926

July 2, 1926

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirshtein and Murray.
The President Judge Murray in the chair.

The record of the meeting of May 28, 1926 as presented, was approved.

Circulars No. 9, 11, and 12 from the Mayor's office were read and ordered placed on file.

Orders from the City Council dated April 26, requesting the establishment of new branches of the Library in the Refectory Building at Franklin Park, and at Readville, together with the President's reply thereto, were read and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$1,808.86, for Binding \$250.03, and for Printing Department \$42.70.

The Director's report was read by him.

The Director reported that on June 11 and 21, 1926, a committee of the Board authorized the purchase of miscellaneous supplies for the Central Library and branches to the amount of \$3,357.41, for Binding \$837.23 and for Printing Department \$126.23, and approved the payment of bills in the June 30th requisition as follows: chargeable to the general appropriation amounting to \$34,122.20, and to trust funds income \$6,371.37; and payment by special draft of bill of the Grinnell Company for the installation of sprinklers in the basement of the Central Library amounting to \$542.30; and this action was approved and confirmed.

On recommendation of the Director it was

Voted: that there be allowed and paid to Messrs. Morgan, Graffle & Company of London, the sum of \$5,000, the same to be placed to the credit of the Trustees for the purchase of books; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to trust funds income.

On recommendation of the Director, it was

Ordered: that the following grade increases in pay

July 2, 1926.

take effect June 18, 1926.

Herbert A. MacDonald, Registration Department
\$15 to \$18 per week
Lois Clark, Librarian Mattapan Branch
\$28 to \$30 per week
Annie E. Pope, North End Branch
\$18 to \$20 per week
Katherine W. Plummer, Roslindale Branch
\$18 to \$20 per week
Annie Reis, South Boston Branch
\$23 to \$24 per week
Eugenia J. Scropper, Uphams Corner Branch
\$16 to \$18 per week
Isabel E. Wethered, Librarian Lower Mills Branch
\$28 to \$30 per week;

Ordered: that the following promotions, with increase in pay, take effect June 18:

Alice M. Korman, Issue Department
\$22 to \$23 per week
Helen A. Grippin, Issue Department
\$17 to \$19 per week
Mary R. Santino, Issue Department
\$16 to \$17 per week
Ruth Martinages, Codman Square Branch
\$22 to \$23 per week
Beatrice J. LaBerge, general assistant to position of second assistant, Hyde Park Branch, without change in pay
Gertrude E. M. Seufgen, second assistant to position of first assistant, Hyde Park Branch, \$24 to \$27 per week
Carl D. Smart, second assistant to position of first assistant, Felleness Athenaeum Branch, \$24 to \$27 per week;

Ordered: that the following persons be appointed to the regular service, June 18:

L. Jean Little, general assistant Tyler Street Branch, \$20 per week
Mary L. Tomison, general assistant Mt. Vernon Branch, \$20 per week

and under Civil Service certification

Kettie C. Bandiera and Sadie Locke, Sewers, Bindery, \$23.50 per week, each: as of June 1; and Robert J. Brown, Foreman Eng. Dep. Department, \$36 per week, as of June 10.
On recommendation of the Director, it was

Voted: that the following persons be allowed leave of absence without loss of pay: on account of illness: Annie M. Brennan, Branch Department, four weeks; Palmera Piculo, Registration Department, nineteen days; Francis F. Richards, Shelf Department, four weeks.

A request from George V. Aker of the Printing Department for a leave of absence of three months without pay, in addition to vacation allowance, to engage in other business, was considered; and on recommendation of the Director was not granted.

July 2, 1926

A letter from Senator William J. Donnelly, in relation to Catherine J. Collins of the Bindery Department, absent on account of illness, was laid upon the table pending further report.

The Director presented a letter from the Trustees of the Felleness Athenaeum, proposing an addition of \$25 a month to the annual rental of the premises occupied by the Library, to provide for certain janitor service in connection with the heating of the building; and on recommendation of the Director the proposal was accepted for one year.

The Director reported that under public advertisement, proposals for the construction of a mezzanine floor in the Branch Department at the Central Library, were received on June 9, as follows:

George W. Nicoll Company, Inc.	\$3,675
C. E. Temple Company	4,250
A. F. Woods	4,965
Parkhurst Building Company	5,285
The English Construction Company	5,300

and it was

Voted: that the proposal of the George W. Nicoll Company, Inc. be accepted, and the President authorized to execute a contract for the performance of the work.

The Director presented a report from Frank Hubbard, Engineers, in regard to repairs to the roof and parapet wall of the East Boston Branch, which was referred to the President with power.

The Director presented from Fox Gale, Architects, a report and estimate of cost on the painting of the exterior masonry of the Central Library building, and on repairs to metal cornices, gutters and slate roof, and the painting of certain stone work at the West End Branch, with a recommendation, that as it is impossible to determine in advance the amount of work to be done, it be done without competition by contractors recommended by them, for labor and materials at standard current prices. After consideration, the President was authorized to request the Mayor for permission to have this work undertaken in accordance with the recommendation of the Architects.

The Director presented a letter addressed to him by Mr. Charles J. Fay, the Budget Commissioner, in relation to the reports of O'Brien, Russell & Company, the John C. Paige Company and the Building Commissioner, on the need for increased fire protection at the Central Library, and

July 2, 1926

the construction of a permanent treasure room; and suggesting that the matter be referred to the architects or engineers having an intimate knowledge of the building, to outline the essential work to be undertaken at once. After consideration, on motion of Mr. Kirstein, it was

Voted: that Jay & Gale, Architects, be requested to prepare and present a report and recommendation on the proposed changes, in accordance with the suggestion of the Budget Commissioner.

The Director presented a letter addressed to him by Messrs. Edward Sharp & Sons, Agents, in relation to the property occupied in part by the Neponset Branch of the Library, offering it for sale to the Library for a sum of \$6,000; and the Director was requested to confer with the Building Commissioner and report to the Board his opinion as to the feasibility of purchasing this property.

Draft of the annual report, including the Director's report, was considered; and on motion of Mr. Kirstein, it was

Voted: that the draft of the annual report of the Trustees be approved and adopted as the report of the Board, and transmitted to His Honor the Mayor with the report of the Examining Committee, as required by City Ordinance; and that the report of the Director be accepted and approved, and printed with the report of the Trustees and the Examining Committee.

Special privilege cards were granted to the Canada Dry Ginger Ale Company, Inc., Joseph A. Boletti, Helen Darbishire, E. F. Drew Company, Inc., Lever Bros., The Millington Company, and Fred Stephens Company.

Dissolved:

Lella Jean Deery
Clerk.

July 2, 1926

Friday, July 2, 1926

The annual meeting of the Corporation was held in the Trustees' room at 4.30 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirstein and Murray.

The President Judge Murray in the chair.

The Corporation proceeded to the election of officers by viva voce vote, as follows.

First vote for President

Messrs. Connolly voted for Guy W. Currier, Mr. Currier not voting, Mr. Kirstein voted for Guy W. Currier, Judge Murray voted for Guy W. Currier; and Guy W. Currier was declared elected President.

On motion of Judge Murray, the election of a Vice President was postponed until the next regular meeting of the Corporation.

First vote for Clerk

Messrs. Connolly voted for Lella Jean Deery, Mr. Currier voted for Lella Jean Deery, Mr. Kirstein voted for Lella Jean Deery, Judge Murray voted for Lella Jean Deery, who was declared elected Clerk, and qualified for office by taking and subscribing the following oath:

I, Lella Jean Deery, solemnly swear that I will well and faithfully perform all the duties incumbent upon me as Clerk of the Trustees of the Public Library of the City of Boston,

Lella Jean Deery

Suffolk SS. Subscribed and sworn to this second day of July, A.D. 1926.

Before me

Frank C. Blaisdell
Notary Public.

Voted: that any member of the Corporation is authorized to sign on behalf of the same, all bills, special drafts and payrolls of the Library.

Dissolved: Lella Jean Deery
Clerk

Friday, July 16, 1926

Friday, July 16, 1926

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Connolly, Currier, Kirstein and Murray.

The President Mr. Currier in the chair.

The records of the regular meeting and annual meeting of July 2, 1926 as presented, were approved.

Circular No. 13 from the Mayor's office was received and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$2544.20, for Binding \$192.25 and for Printing Department \$56.64.

On motion of Judge Murray, the Corporation proceeded to the election of a Vice President by via vote vote, postponed from July 2, 1926, as follows:

Messrs. Connolly voted for Louis E. Kirstein, Mr. Currier voted for Arthur J. Connolly, Mr. Kirstein voted for Arthur J. Connolly, Judge Murray voted for Arthur J. Connolly, and Arthur J. Connolly was declared elected Vice President for the ensuing year.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation amounting to \$22,844.92 and to trust funds income \$1,252.06.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following increases in pay be allowed, beginning July 16, 1926:

Executive Department

Harriet Swift, \$32 to \$35 per week
Marion H. Shumway, \$32 to \$34 per week
Timothy J. Mackin, \$35 to \$37 per week

Catalogue & Shelf Department

Lucian E. Taylor, \$40 to \$45 per week
J. Francis Brennan, \$39 to \$42 per week, plus allowance on account of long service
Minna Steinberg, \$27 to \$28 per week
Francis M. T. Murphy, \$25 to \$26 per week
Michael McCarthy, \$40 to \$42 per week
Joseph W. Ward, \$34 to \$35 per week, plus allowance on account of long service.

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Ordering Department

Margaret E. Sinclair, \$25 to \$28 per week
Alice E. Hanson, \$25 to \$27 per week
Harriet V. Mulloy, \$22 to \$25 per week

Dates Hall Reference

Frank H. Chase, Reference Librarian, \$400 to \$450 per year
Laura R. Gibbs, \$31 to \$33 per week

Dates Hall Catalogue Desk

Pierce E. Buckley, \$43 to \$45 per week, plus allowance on account of long service.
Florence E. D. Sullivan, \$23 to \$24 per week
Katherine J. Sullivan, \$23 to \$24 per week
George E. Johnson, \$20 to \$22 per week
Janice E. Smithers, \$18 to \$20 per week

Issue Department

Daniel M. Costa, \$18 to \$19 per week

Children's Department

Mary C. Joy, \$33 to \$35 per week

Registration Department

A. Frances Rogers, \$38 to \$40 per week

Periodical Room

Francis J. Hannigan, \$35 to \$37 per week

Information Office

John F. Reardon, \$35 to \$37 per week

Binding

James W. Tenney, Chief \$60 to \$75 per week

Branch Department

Marian A. McCarthy, \$32 to \$35 per week.

Stationery Department

Morris J. Rosenberg, \$30 to \$33 per week.

Ordered: that the following persons be employed in the regular service, July 16, 1926: Marjorie A. Oberauer, general assistant Telleson Athenaeum Branch, \$20 per week, David B. Mickelson, assistant Dates Hall Reference, \$13 per week.

On recommendation of the Director, it was

Voted: that Katherine J. Collins of the Binding Department be allowed One Hundred dollars (\$100) from the Alice Lincoln Whitney Fund, on account of illness.

Voted: that Mary A. Tenney of the Catalogue Department be granted an additional vacation allowance of three months, without loss of pay, to date from July 9, 1926.

The Director presented a request from a committee of the Sunday and Evening service of the Central Library and Branches for increase in the rate of pay in that branch of the service, which was referred to the Director for examination and report at a later date.

On recommendation of the Director it was

Voted: that the Director be authorized to transfer to the custody of the American Library Association, a collection of letters and other documents now in the Library files, relating to the first meeting of the Association held

July 16, 1926

at Philadelphia in 1876.

The President presented draft of letters to His Honor the Mayor, asking permission to have the painting of the exterior masonry of the Central Library building, and repairs to metal work, slate roofs, and stone work at the West End Branch, contracted for without competition, as recommended by Fox & Gale, Architects; and on motion of Mr. Kirostein, it was

Voted: that these letters be approved and forwarded to the Mayor.

The following persons were appointed on the Examining Committee for the year 1926, and the President joined with the Committee as Chairman, as required by the Ordinance: Miss Anna M. Bueroff, Prof. E. Charlton Black, Mr. Jeffrey R. Brackett, Mr. W. Irving Bullard, Mr. Herman S. Bush, Mr. Sidney S. Conrad, Prof. Archibald C. Coolidge, Mr. Charles P. Curtis, Jr., Mr. William J. Davidson, Prof. Arthur S. Dewing, Mr. Elston H. Durinell, Mr. Francis W. Fabjan, Mr. John D. Fitzgerald, Mr. Hollis French, Mr. Lee M. Friedman, Mr. Francis L. Higginson, Mr. David H. Howie, Mr. Henry Lewis Johnson, Mr. Jacob J. Kaplan, Mr. John E. Kiley, Gen. Edward L. Logan, Mr. Francis P. O'Connor, Rev. Lyman U. Rockledge, Mr. Samuel Sigelman, Prof. H. W. Tyler, Mrs. Barnette Wendell.

An invitation from the President, the Trustees and the Faculties of the Western Reserve University for the Library to be represented at the Centennial ceremonies of the University on November 12 and 13, 1926, was referred to the Director to acknowledge with the thanks of the Board.

A letter dated July 13 from Mr. Albert Gotsworth in relation to the difficulty of seeing the Abbey murals in the Library, was referred to the Director for reply.

Special privilege cards were granted to William Eileen's Display Department, "Current Affairs" of the Chamber of Commerce, Book Day Electrotape Company, Edmund S. Whitten, Inc., and Louis Dickerman Company.

On recommendation of the Director, it was

Voted: that employees who are members of the American Library Association be allowed to attend the annual conference of the Association at Atlantic City, October 4 to 9, 1926, without loss of pay; provided their absence can be arranged for without detriment to the service.

Voted: that the Director be authorized to grant an additional vacation allowance with pay, not to exceed in any one case one half of the regular vacation allowance, where the employee would not receive any

July 16, 1926

vacation or less than one half of the regular allowance; such additional vacation only to be granted because of illness on the part of the employee, in proof of which a physician's certificate must be filed with the Director.

Voted: that during the summer months and until the next regular meeting, the President, or in his absence, the Vice President, and any member of the Board, constitute a committee to make an award of contracts for repairs and improvements; and that any member of the Board is authorized to execute on behalf of the same any contracts for repairs and improvements within the budget allowance.

Voted: that during the summer months and until the next regular meeting, any two members of the Board, be a committee to approve lists of books and miscellaneous supplies submitted by the Director for purchase.

Voted: that the Director be authorized to contract for such labor and repairs as may be necessary during the summer months; and if necessary, to employ extra and substitute service within the limit fixed by the salary schedule.

Voted: that the next regular meeting of the Corporation be held subject to the call of the President.

Dissolved:

Della Jan Deery
Clerk

Friday, October 22, 1926

October 22, 1926

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier and Kirostein.

The President Mr. Currier in the chair.

The record of the meeting of July 16, 1926 as presented, was approved.

The following communication was received and read:

'City of Boston, Office of the City Clerk, City Hall

September 8, 1926

Whereby certify that Gordon Abbott having been duly appointed to be a Library trustee for the term ending April 30, 1931, this day appeared and was sworn as such officer."

Attest: W. J. Doyle, Asst. City Clerk

October 22, 1926

Circulars No. 114 to 22 from the Mayor's Office were received and ordered placed on file.

The Committee authorized on July 16, 1926 to act on behalf of the Board during the summer months, reported as follows:

"Purchases authorized: Miscellaneous supplies for the Central Library and branches to the amount of \$9,592.19, for Bindery \$1,206.81 and for Printing Department \$188.08. Bills were allowed and ordered paid as follows: August 31st requisition: charges to the general appropriation amounting to \$25,400.77 and to trust funds income \$617.49; September 30th requisition: general appropriation \$24,366.30 and to trust funds income \$328.27; and October 31st requisition: general appropriation \$22,782.06 and to trust funds income \$585.30; for books: by draft on funds on deposit in London, amounting in the aggregate to \$2,596. Payment by special draft to Lynch & Wethered on account of contract dated April 16, 1926 for the installation of ventilating apparatus: August 5, \$6,638.40 and October 1, \$737.60; to George W. Nicholl Company on account of contract dated July 3, for the construction of a mezzanine floor: August 12, \$1,055.38, September 3, \$1,251.74 and October 9, \$816.62. Contracts were awarded for the replacement of wrought iron lanterns, Central Library building, bids were received from Smith & Lowell \$3,500, James A. Glass, \$3,820, Norfolk Iron Company \$4,375, W. A. Snow Iron Works, Inc. \$4,700, and Joseph A. Pomer \$6,124, and under approval of the Mayor on August 31, contract awarded to Smith & Lowell; and for the reconstruction of parapet wall at the East Boston Branch Library, bids were received from George C. Iron Company \$4,932, John Brown Company \$4,960, J. H. Connolly \$5,200, George W. Nicholl Co. \$5,800, John J. Moretti Company \$5,975 and Parkhurst Building Company \$5,991, and under approval of the Mayor on October 1, contract awarded to the George C. Iron Company."

Voted: that the report of the Committee be accepted and the action confirmed.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: Miscellaneous supplies for the Central Library and branches to the amount of \$1,117.59, for Bindery \$254.21 and for Printing Department \$19.95.

The President presented a check for one thousand dollars (\$1,000) a gift from Mr. Louis E. Kirstein to be added to the "Louis E. Kirstein Fund"; and it was

Voted: that the gift be accepted and added to the "Louis E. Kirstein

October 22, 1926

Fund", and the income used in accordance with the terms of Mr. Kirstein's original gift of October 3, 1925.

A letter was received from Mrs. John Elliott presenting to the Library on behalf of a committee of citizens, two studies of Mr. Elliott's mural painting "The Triumph of Time", acceptance of which is approved by the Art Commission of the city; and it was

Voted: that the gift be accepted, and the Director requested to express the thanks of the Trustees for the same.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service changes take effect

October 22. Grade increases in pay

Lillian E. Conway, assistant Auditor's Office, \$8 to \$19 per week
 Sarah M. Weber, assistant Supervisor's Office Branch Department
 \$25 to \$30 per week
 Jean B. Day, assistant Catalogue Division Branch Department
 \$25 to \$27 per week
 Lillian M. Beyer, general assistant North Boston Branch
 \$18 to \$20 per week
 Pauline Cohen, general assistant Roxbury Crossing Branch
 \$16 to \$18 per week
 Roscoe E. Fisher, general assistant Fellsboro Athenaeum Branch
 \$18 to \$20 per week
 Christiana P. Jordan, record assistant Charlestown Branch
 \$14 to \$25 per week
 Laine E. Lilja, general assistant Fellsboro Athenaeum Branch
 \$18 to \$19 per week
 Eleanor E. O'Leary, general assistant Codman Square Branch
 \$16 to \$18 per week
 Theodore B. Scott, librarian Mt. Vernon Branch
 \$23 to \$25 per week,

Appointment to regular service

Gentile E. Redike, assistant Ordering Department, \$25 per week
 Mary A. Hackett, general assistant North Boston Branch, \$17 per week

Under Civil Service Certification

Dorothy A. Stave, assistant in office of Dept. of Buildings, \$20 per week
 as of July 26
 Walker J. Cahill, apprentice, Bindery, \$15 per week
 as of August 30
 Mary Green, cleaner, Central Library, \$18 per week
 as of October 1
 Thomas E. Haurakane, assistant Shipping Division, Branch
 Department, \$12 per week as of October 8.

The Director was authorized to appeal for Sunday janitor service at certain branches, the following: Charlestown, East Boston, North End and West End, \$6 per Sunday, each, and Brighton, \$5 per Sunday.

On recommendation of the Director, the following persons were granted leave of absence without loss of pay: on account of illness: John E. Daley, Bindery, two weeks and two days, Evelyn F. Graybayer, Andrew

October 22, 1926

Square Branch, four weeks, Mary A. Kavin, East Boston Branch, two weeks, James L. Sullivan, Shelf Department, four weeks, and Carrie L. Morse, West Roxbury Branch, six weeks.

A request from J. C. Brooks Company, Inc. for an extension of time on their contract dated September 16, 1926 for repairs to metal cornice, flashings and roof of the West End Branch Library building, from October 28 to December 2, 1926, was approved, and the President authorized to sign the necessary orders therefor.

The Director presented a report addressed to him by Dr. T. Hubbard, Engineers, in relation to the contract for the reconstruction of parapet wall at the East Boston Branch, stating that certain work not disclosed when the specifications were prepared, must be undertaken immediately, at an additional cost of \$513. After consideration, on motion of Mr. Kirstein, it was

Voted: that this addition to the contract be allowed, subject to the approval of the Building Commissioner and the Mayor.

A letter was received from the Francis Perkins Parents' Association regarding the possibility of the establishment of a branch of the Library in the Forest Hills section of the city; and the Director was requested to reply that the Trustees are in sympathy with the request, but have no funds available for the establishment of new branches.

The Director presented a report made at the request of the Board by the Inspection Department of the Associated Factory Mutual Fire Insurance Companies on the condition of the electrical equipment of the Central Library building, to the effect that such equipment is unsafe and should have immediate attention in order to remove existing hazards. On motion of Mr. Kirstein it was

Voted: that the attention of His Honor the Mayor be called to the report of the Associated Factory Mutual Fire Insurance Companies relative to the condition of the electrical equipment of the Central Library building, with the request that immediate action be authorized by His Honor, to remedy the existing hazardous conditions.

The Director reported informally on other matters relating to the protection of the Central Library building and its contents, regarding which he was directed to confer with the Budget Commissioner, as it is understood that an appropriation to provide for the same must be secured by a loan order.

October 22, 1926

Special privilege cards were granted to Rear Admiral Philip Andrews, Charles L. Burkart, Chas. S. Blair, Fred B. Estabrook Company, Edwin A. Freeman, John L. Goss Corporation, Graybar Electric Company, Hanna-Maud Studio, Elizabeth H. Hewitt, History Reference Bureau, Rev. Robert A. Thune, Richard G. Knowland, Daniel L. March, Sister Mary Francis, Massachusetts Girl Scouts, William V. Nagle, Frank O'Connor, William E. Robert, Walter B. Smith, Spartan Press, Inc., U.S. Naval Hospital, Charles Henry Weston, "WVAC: The Shepard Store", Louis B. Wolfenson, and the B.F. Wood Music Company.

Disseminated:

Sella Jan Deery
Clerk

Friday, November 26, 1926

November 26, 1926

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Connolly, Currier and Kirstein.

The President Mr. Currier in the chair.

The record of the meeting of October 22, 1926 as presented, was approved.

Circulars No. 23 and 25 from the Mayor's office were received and ordered placed on file.

The following Resolution on the retirement of Judge Murray was unanimously adopted:

As the Honorable Michael J. Murray has ceased to be a Trustee of the Public Library of the City of Boston by reason of resignation at the expiration of his term of office, his associates on the Board desire to record their appreciation of his five-year period of service. It is therefore

Resolved: that Judge Murray, by his faithful and unselfish devotion to his official duties as a member of the Board, as Vice President, and during his final year as President is entitled to the gratitude of the citizens of Boston.

Always regular in attendance at meetings, and ready at all times to carry his share of the work, deeply interested in the varied problems of administration

November 26, 1926

and helpful in their solution; considerate, courteous, and unselfish; he won and held the good will and respect of his colleagues.

Resolved: that the Trustees gratefully accord to him the freedom of the alcoves, with the customary privileges, and that a copy of this Resolution be forwarded to Judge Murray with assurances of the Board's consideration.

The Director reported that since the last meeting of the Board on October 22, 1926, the following purchases were authorized by a committee of the Trustees: miscellaneous supplies for the Central Library and branches to the amount of \$5,610.93, for Bindery \$312.91 and for Printing Department \$342.12; that bills in the November 30th requisition were approved and ordered paid; chargeable to the general appropriation amounting to \$25,088.19 and to trust funds income \$4,310.74; also payment by special draft in favor of the George C. Brown Company in the sum of \$2,590.55 on account of contract dated October 5, 1926 for the reconstruction of a parapet wall at the East Boston Branch Library.

Voted: that the report be accepted and the action of the committee confirmed.

The Director's report was read by him.

On recommendation of the Director it was

Ordered: that the following service changes take effect November 26:

Grade increases in pay

Lee J. Dunn, assistant Periodical Room, \$15 to \$18 per week.
Margaret E. Durus and Esther Chapman, assistant Registration Department, \$18 to \$20 per week, each.
Catherine E. Lannery, Librarian Orient Heights Branch, \$28 to \$30 per week.
Alice J. Henry, assistant Weymouth Branch, \$20 to \$22 per week.
Mary A. E. Kevin, assistant East Boston Branch, \$18 to \$20 per week.
Catherine E. Kelly, assistant Memorial Branch, \$18 to \$20 per week.
Ellen C. McShane, Librarian Weymouth Branch, \$28 to \$30 per week.
Beatrice C. Maguire, Librarian Uphams Corner Branch, \$35 to \$40 per week.
Beatrice M. Nazzaro, assistant Dorchester Branch, \$18 to \$20 per week.
Helen R. Nadeham, assistant West End Branch, \$18 to \$20 per week.
Emma D. Dixon, South End Branch (plus allowance for long service).
Ala Ascheroff, Memorial Branch, and
Rebecca Millmeister, West End Branch.
Second assistants, \$25 to \$27 per week, each.
Lorraine E. McManus, Brighton Branch.
Ruth Miriam Hayes, Dorchester Branch, and
Alice C. O'Neill, Jamaica Plain Branch (plus allowance for long service).
Second assistants, \$24 to \$26 per week, each.

November 26, 1926

Promotions

Marion C. Kingman, Librarian, from Tyler Street Branch to Dorchester Branch, with increase in pay from \$32 to \$35 per week; in place of Edith Pendleton, resigned;
Lois Clark, Librarian, from Mattapan Branch to Tyler Street Branch, with increase in pay from \$30 to \$32 per week.

Appointment to regular service

Minerva L. Elliott, assistant Special Libraries Department, Music Division, at \$26 per week.
Sarah Richman, assistant Issue Department, \$12 per week.
Morris Rothberg, assistant Branch Department, \$12 per week.
Phyllis M. Lempke, children's Librarian Uphams Corner Branch, \$24 per week.
Mildred E. McDevine, general assistant Codman Square Branch, \$18 per week.

Under Civil Service certification

Edward McDonald, Freeman Central Library, \$36 per week, as of October 23.
Leo H. Overman, forwarder, Bindery, \$41.50 per week, as of November 1.
John J. Donovan, night watchman, Central Library, \$36 per week, as of November 17.

On recommendation of the Director, it was

Voted: that Mary J. Slattery, cleaner South Boston Branch, be granted an allowance of eighty-eight dollars (\$88) from the "Alice Lincoln Whitney Fund" on account of illness.

The Director reported that on November 11, by direction of the President, he forwarded to the City Treasurer a check for \$3,858.24, received under a decree of the Supreme Judicial Court in Equity of the Commonwealth of Massachusetts, being the sum remaining in the hands of the surviving trustees of the fund originally raised to install in the Library, decorations by the late John S. Sargent; this sum to be funded as the "John Singer Sargent Fund", and the income used for the care and preservation of the Sargent decorations and such other purposes set forth in the decree.

It was

Voted: that the action of the President in this matter be approved and confirmed.

The Director presented his budget estimate for the maintenance of the Library for the year 1927, which was approved and adopted, as follows:

A. Personal service	\$ 725,800
B. Service other than personal	250,445
C. Equipment	182,828
D. Supplies	39,230
E. Materials	25,325
F. Special items	864
Total	\$1,224,492

November 26, 1926

Voted: that this budget estimate be forwarded to the Budget Commissioner in the required form, with explanatory letter and details.

The President presented for consideration the following draft of a letter to His Honor the Mayor in relation to the need for greater care of the treasures of the Library, which was approved; and he was requested to transmit the same on behalf of the Board:

Honorable Malcolm E. Nichols

Mayor of the City of Boston

Sir:

The Trustees of the Public Library desire to bring again to your attention the urgent necessity for the relocation and more adequate protection of the treasures of the Library, consisting of many volumes whose value cannot be estimated, and thousands of which, if lost, could not be replaced.

Reports have been submitted relating to the necessary changes and reconstruction to be undertaken in the Central Library building for the safe-keeping of such material, as follows:

In March, 1926, from John C. Paige Company; in April, from the office of the Building Commissioner, and in May, from O'Brien, Russell & Company.

The Paige report was referred to you on March 12, and by you forwarded to the Budget Commissioner for consideration. The additional reports were obtained and submitted at the latter's request.

The reports are practically unanimous in their findings and recommendations, namely:

Change the present Music Room into a Treasure Room with the necessary fire-proof construction and equipment, and reconstruct the present Barton-Dickens Room and the North Gallery with fire-proof equipment.

These changes will allow the safe-guarding, against fire, of the valuable collections, and permit some additional shelving, the need for which is already pressing.

Contemplated changes also include the installation of the sprinkler system in the Binding and Printing Departments in the annex, and, of more importance, the completion of the system in the basement of the Central Building.

November 26, 1926

Careful estimates have been submitted as to the probable cost of the necessary and desired changes. It is expected that contracts can be let covering all the work, and including incidental expenses, for amounts not exceeding \$260,000 in the aggregate.

The Board commends this expenditure to you as the only plan for meeting a serious situation relating to the proper care of the treasures of the Library, and earnestly urges upon you the importance of a special appropriation for this purpose.

Very truly yours

The Trustees of the Public Library
of the City of Boston, by
Guy W. Currier
President.

The Board discussed at some length the matter of a proposed agreement with the authorities of Harvard University in relation to the establishment of a business branch in co-operation with the Harvard Business School Library; after which it was referred to the President for further information.

Special privilege cards were granted to the Boston Better Business Bureau, Robert H. Brown, Harold J. Eue, Amy M. Eaton, Robert S. Fletcher, Arthur L. Gemme, Maud B. Gerritson, E. F. King Company, Mae J. Mooney, Fred A. Norcross, Rev. R. M. Rushton, The Sportsman Publishing Company, and Sister Julia A. Thompson.

Dissolved.

Della Jan Perry
Clerk

December 10, 1926

Friday, December 10, 1926

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Connolly, Currier and Kirstein.

The President Mr. Currier in the chair.

The record of the meeting of November 26, 1926 as presented, was approved.

Circulars No. 26 and 27 from the Mayor's office were read and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,370.63, for Binding \$120.23 and for Printing Department \$27.44.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid, chargeable to the general appropriation amounting to \$15,818.69 and to trust funds income \$2,592.93.

Also, to the George W. Nicoll Company, Inc. \$551.25, final payment on contract dated July 9, 1926 for the construction of a mezzanine floor in the Central Library building; and to the George C. Iron Company \$2,037.70, second payment on contract dated September 21, 1926 for the reconstruction of a parapet wall at the East Boston Branch; and the President was authorized to sign requests on the City Auditor for special drafts in favor of these payments, to be charged to the general appropriation.

The Director's report was read by him.

The Director reported the sudden death on December 6, 1926 of Michael F. Courcy, first assistant in the Bates Hall Reference Department, and stated that there is a balance of his salary still unpaid. It was

Ordered: that the City Treasurer be requested to pay to Mrs. Rose Courcy, widow of Michael F. Courcy, late employee of the Public Library, the balance of salary standing to his credit on the Library Department payrolls as follows: December 2, Roll "A" \$38.40 and Roll "B" \$24.48, and December 9, Roll "A" \$12.80 and Roll "B" \$8.50, total \$84.18.

On recommendation of the Director, it was

Ordered: that the following persons be allowed time taken on account of illness, without loss of pay: Beatrice Coleman, Loans Department, six weeks; Eleanor S. Mulcahey, Special Libraries Department, two weeks,

December 10, 1926

Edward H. Behrwalst, Inquirer Spitzer Department, two weeks.

On recommendation of the Director, Alice M. Jordan, Supervisor of Work with Children, was granted an additional vacation allowance of one week to offset time taken in the preparation of a course of lectures on children's literature to be given under the auspices of the Division of University Extension.

In accordance with the request contained in the Mayor's Circular No. 26, the Director presented a statement of the principal accomplishments of the Library during the year 1926, and a brief statement of what the Trustees have in view for 1927, which was approved.

Special privilege cards were granted to Katherine C. Balderson, Mrs. Guy W. Currier, Verg R. Goddard, William Hoffman, Skillman E. Myers, and the Metro Division of the New England Telephone and Telegraph Company.

Mr. Abbott reported a conference with His Honor the Mayor in relation to securing additional space on the first floor of the building now occupied by the Dorchester Branch, especially for use as a children's room, the present quarters on the third floor being inadequate and unsafe.

Disposed:

Attest: John Deery,
Clerk

Friday, January 7, 1927

January 7, 1927

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Connolly, Currier and Kirstein.

The President Mr. Currier in the chair.

The record of the meeting of December 10, 1926 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,385.76, for Binding \$553.58 and for Printing Department \$133.76.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation amounting to \$14,290.69.

January 7, 1927

Also, to the George C. Irwin Company the sum of \$819.75, final payment on contract dated October 5, 1926 for the reconstruction of a parapet wall at the East Boston Branch; and the President was authorized to sign a request on the City Auditor for a special draft in favor of said payment, to be charged to the general appropriation 1926; and

Noted: that on the contract of the George C. Irwin Company dated October 5, 1926 for the reconstruction of a parapet wall at the East Boston Branch, no amount be withheld under Chapter 349 of the Acts of 1904, as the interests of the City are sufficiently protected.

The Director reports that since the last meeting of the Trustees on December 10, 1926, the following special drafts were signed by Mr. Kirstein: Ingalls & Kendrickson, Inc. in the sum of \$815 for an additional section of the boiler, Brighton Branch, as per bill of December 13, 1926; T. C. Brooks Company, Inc. in the sum of \$4,480.60, first and final payment on contract dated September 16, 1926 for repairs to metal cornices, leadings and slate roof, West End Branch, as per Architects' certificate dated December 15, 1926; and Richard Gibson & Son, in the sum of \$1,395.70, first and final payment on contract dated September 16, 1926 for repairs to exterior woodwork, pointing brickwork, etc. West End Branch, as per Architects' certificate dated December 15, 1926; and it was

Noted: that this action be approved and confirmed.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service changes take effect January

7, 1927:

Grade increases in pay:

Christiana P. Jordan, second assistant Charleston Branch, \$25 to \$26 per week
 Mary Golden, second assistant Bodman Square Branch, \$25 to \$27 per week
 Louise Lento, general assistant East Boston Branch, \$16 to \$18 per week
 Beatrice J. Laidge, second assistant Hyde Park Branch, \$23 to \$24 per week
 Mary A. Hackett, general assistant South Boston Branch, \$17 to \$18 per week
 Josephine, first assistant Memorial Branch, \$25 to \$27 per week
 Leah Verlis, second assistant Mt. Vernon Branch, \$24 to \$26 per week
 Susan A. Bean, children's librarian North End Branch, \$25 to \$27 per week
 Julia J. de Roca, general assistant West End Branch, \$20 to \$25 per week
 Marjorie McElhenny, second assistant West Roxbury Branch, \$25 to \$27 per week;

Transfers and promotions

Nichell Pappoutsakis, general assistant to position of book messenger
 School Department, \$15 to \$18 per week
 Marjorie A. Chenevier, general assistant from Fellows Athenaeum
 Branch to Lower Mills Branch, \$20 to \$22 per week;

January 7, 1927

Appointments to regular service

Lucile M. Taylor, assistant Children's Department, \$18 per week
 Kate A. Hughes, assistant Executive Department, \$25 per week
 Sara A. Lyon, general assistant Hyde Park Branch, \$20 per week
 Winnifred R. Bell, cataloguer, Catalogue Department, \$20 per week;

Ordered: that the following increases in salary take effect January 7, 1927.

Edith Guerrier, Supervisor of Branches, \$3120 to \$3500 per year

William F. Quinn, Superintendent of Buildings, \$3500 to \$4000 per year;

Ordered: that Katrina M. Sather, librarian of the Roxbury Crossing Branch be advanced to the position of librarian of the Brighton Branch, with increase in salary from \$32 to \$35 per week: in place of Marian W. Brackett, resigned.

On recommendation of the Director, Geneva Watson, first Assistant West End Branch, was granted a leave of absence of three months with half-pay: on account of illness.

The Director reported that on December 29, 1926 at 12 o'clock noon, the following proposals for alterations of basement of the Brighton Branch Library building were publicly opened and read:

Frank J. Gallagher Co.	\$6,085
P. H. Rose	6,820
Dill Construction Company	7,670
George W. Nicoll Company	7,777
C. C. Temple Company	7,876
John P. Purley	8,350
R. J. Ross	8,443
Walker & Westworth Co.	8,450
George Goria Company	8,600
C. Piotti Company	8,951
Thomas Mulhane, Inc.	8,983
J. P. Foley & Son	9,714
Richard Gibson & Son	10,939
James J. Brock	15,255

On recommendation of the Architects, Fox Gale, the proposal of Frank J. Gallagher Company, the lowest bidder, in the sum of \$6,085, was accepted subject to the approval of the Mayor; and the President authorized to execute the necessary contract for the performance of the work.

A letter was received from French Hubbard, Engineers, in relation to the re-wiring of the Central Library building, and the installation of a new electric switchboard; and after consideration of the matter, on motion of Mr. Kirstein, it was

Noted: that the proposed work of installing a

January 7, 1927

new electric switchboard and the re-wiring of the Central Library building be opened to public competition; and that Mr. Abbott be requested to confer with French & Hubbard in relation to carrying out the same.

The Director presented from the Budget Commissioner tentative allowances on the budget estimate for 1927, showing a proposed reduction of \$91,423; and it was

Voted: that Mr. Kirstein be requested to confer with the Budget Commissioner in the matter of the proposed reduction.

A communication from Judge Murray dated January 4, 1927 acknowledging receipt of the Resolution of the Trustees on his retirement from the Board, and expressing his thanks for the same, was read and ordered placed on file.

The following Resolution on the death of Michael J. Courroy was adopted:

Resolved: that the Board of Trustees of the Public Library of the City of Boston place on record their sincere regret in the sudden death on December 6, 1926, of Michael J. Courroy, and their appreciation of his services of thirty years in the Library Department.

On leaving high school, Mr. Courroy began work as a runner in the book stacks of the Library; through study and faithful attention to assigned duties he rose to the position of first assistant in the Reference Department. He possessed a kind and generous nature, and leaves a host of friends both within and outside of library circles. His memory will long be cherished.

Resolved: that a copy of this Resolution be sent to his widow.

Special privilege cards were granted to Abner L. Draley, Leonard Braskie, the R. H. Donnelley Corporation, John R. Stone, and Tyler, James Wright & Hopper.

The President presented the following draft of an Agreement between the Trustees of the Library and the President and Fellows of Harvard College in relation to cooperation in the establishment of a business branch of the Boston Public Library in connection with the Harvard Graduate School of Business Administration, which was read and considered at length; and on motion of Mr. Kirstein, it was

Voted: that this Agreement be approved and adopted; and the President authorized to execute the same on behalf of the Trustees:

January 7, 1927

Agreement by and between the Trustees of the Boston Public Library and the President and Fellows of Harvard College.

Whereas, in order that the material of the Boston Public Library relating to business and business education and business administration and the material of the Harvard Business Library may be made available in such a way as to render the greatest practicable service to the community and to the cause of business education and research at a minimum cost, it is hereby agreed as follows:

1. The Trustees of the Boston Public Library shall constitute the Harvard Business Library, located in that part of Boston known as Brighton, a depository for books and other material as hereinafter provided, the Harvard Business Library becoming to this extent a branch of the Boston Public Library. The books and other material so deposited shall be combined with similar material of the Harvard Business Library and the two catalogued jointly.

2. The Harvard Business Library shall furnish the physical facilities and equipment as rapidly as possible to take over such books and material as shall be agreed upon, thus relieving the Boston Public Library of considerable expense for operation and releasing space in the Boston Public Library for other uses.

3. The Harvard Business Library will, as rapidly as its resources permit, prosecute the work of introducing the books and material into its shelves and cataloguing them. Such sum or sums as the Trustees of the Boston Public Library may at any time and from time to time before completion of this work contribute to its prosecution the Harvard Business School will devote to the purpose, and by so much will the work be expedited and the full use of the collection become available earlier.

4. The Boston Public Library will furnish the Harvard Business Library with a copy of the essential information in its existing catalogue relating to the transferred material.

5. The books and other material transferred to the Library of the Harvard School of Business Administration by the Boston Public Library, with the other material belonging to the Quannisco Library and any additions however made, shall be available for use by such persons as would be entitled to use the same if contained in the Central Building of the Boston Public Library, subject to any restrictions made in an instrument of gift of any such books or material and to reasonable

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restrictions to the use of particular items of books or material which may be made by the authorities of the Harvard Business School Library. It is understood that the Library of the Harvard School of Business Administration will afford reasonable opportunity for such use in its library building, so far as such use is consistent with the ordinary and usual service for which the facilities of the library are adapted. In the discretion of its authorities, however, the Library of the Harvard School of Business Administration may restrict such use of its library building to the extent of its facilities for service; in case of such restriction the Boston Public Library may provide for such use in its Central Building and may call for such books and material as are required from time to time by its card-holders for such use, in accordance with and subject to such reasonable regulations as may be from time to time agreed upon between the authorities of the two libraries.

6. Both libraries are to cooperate to as full an extent as is practicable in the inter-loan of books, to the end that the material of each shall be so used as to be of maximum benefit to the community.

7. The books and material intended to be covered by this agreement are those pertinent to the work of the Harvard Business Library which are not, in the opinion of the Librarian of the Boston Public Library, needed for current use of the Boston Public Library. The Librarian of the Boston Public Library may at any time recall from deposit specific material for which need has arisen.

8. All details as to the transferring of the books and material to the Harvard Business Library under this agreement shall be under the direction of the Librarians of the two libraries. Books and material so transferred shall remain the property of the Boston Public Library. Lists of books and materials actually delivered shall be signed by the two Librarians or someone authorized to sign on their behalf.

9. It is expected that the arrangement for which provision is made in this agreement will be permanent. It is, however, understood that if it appears to either party to be undesirable, it may be terminated upon conditions to be the subject of consideration at the time, but which, so far as possible, will work a minimum of damage to either party and which will leave both with as complete collections of books and material as is possible under the circumstances.

January 7, 1927

10. Each party shall bear the risk of loss by fire or other hazard or by theft, it being understood that the Harvard Business Library will give the same degree of care to the books and material of both parties.

11. The two institutions, that is to say, the Trustees of the Boston Public Library and the President and Fellows of Harvard College, stand ready to cooperate in the establishment, as a branch of the Boston Public Library, of a business reference library in the downtown section of Boston, to be established, operated and maintained by and in connection with the two libraries. The expense of such a reference library would have to be borne presumably by the business community, or at any rate by some person or persons other than the two libraries.

In witness whereof the parties hereto have caused their official seals and signatures to be affixed by their duly authorized officers this
[Signed on the] fifteenth day of January, 1927.

The President and Fellows of Harvard College

[Signed] By A. Lawrence Lowell

President

The Trustees of the Public Library of the City of Boston

[Signed] By Guy W. Currier

President

[Signed] Attest: Charles F. D. Bell

Dissolved: Della D. Derry
Clerk

Friday, February 4, 1927

February 4, 1927

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Currier and Kirslein.

The President Mr. Currier in the chair.

The record of the meeting of January 7, 1927 as presented, was approved.

The Director was authorized to purchase according to a list presented by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$2,071.16, for Binding \$187.34 and for Printing Department \$1,691.47.

February 4, 1927

A communication dated January 7 was received from His Honor the Mayor requesting a list of three persons from whom an appointment may be made to the Art Commission of the City, as provided by law, and it was

Voted: that the Trustees nominate for appointment to the Art Commission under Chapter 410 of the Acts of 1876 the following: Mr. John Harleston Parker, Mr. Ralph Adams Cram, and Mr. John I. Spaulding.

The following Order from the City Council was received and read:

City of Boston

In City Council

Ordered: that the Trustees of the Boston Public Library, through His Honor the Mayor, be requested to furnish the City Council a copy of the Agreement made between said Trustees and the Overseers of Harvard College, by which many valuable books, some given in trust and others belonging to the city, are about to be transferred from the accessible main library building in Copley Square to a building on the outskirts of the city owned and controlled by Harvard College.

The Trustees are further requested to report the reasons for said transfer together with the legal authority sustaining their action.

In City Council January 24, 1927. Passed.

Attest: (signed) W. F. Doyle

Asst. City Clerk.

After discussion, it was

Voted: that the following letter be forwarded to the City Council through His Honor the Mayor, as the reply of the Board:

February 4, 1927

Honorable Malcolm E. Nichols

Mayor of the City of Boston

Sir:

Referring to the order of the City Council of January 24, 1927, forwarded to us by Your Honor, we herewith enclose a copy of the agreement between the Trustees and Harvard University.

Replying to the request that the Trustees report their reasons for the same — the books and other material, which it is proposed to deposit in the library building of the Graduate School of Business Administration in Brighton consist largely of public documents, reports of railroads, public services and other corporations, and similar statistical material which

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is not in current use, and is of no value except to the research worker in this field. The material is incomplete in many respects and relates mainly to a period prior to 1902, at which time the active collection of such material by the public library ceased. It is not proposed to transfer books which are in current use or which are called for with any frequency for reference. The agreement provides that title to the transferred material remains in the public library.

The similar material in the Harvard Business School Library commences in the main at about the period where ours leaves off and is in constant process of active collection under expert advice. It will in ordinary course be kept up to date as a great business library. The public library could not keep current the collection of such material on a large scale without a much greater expenditure than has been made for the purpose in the past.

As the books and pamphlets to be transferred are not used or useful except for the purposes of investigation in this field, and as this work is usually a matter of hours or days, the few minutes longer which it may take to reach the library at Brighton is of minor consequence compared to the right of access (which without this agreement could not be had) to a collection here which not only covers a longer period but is also superior in every respect to the collection now in the Central Library building. Any book or class of books transferred may be recalled permanently to our shelves, or may be recalled temporarily to the Central Library on notice that they are wanted for examination there.

The Graduate School of Business Administration has been willing to constitute its library building with all its contents, free of any charge, a branch of the Boston Public Library subject to certain conditions which are no restraint as a practical matter against the freedom of its use by every citizen. While reference is made to this arrangement as an "agreement", the fact is that its clauses merely safeguard each party against unforeseen conditions. It is actually no more than a deposit of books, to which we retain title, and although on a larger scale, it is in principle similar to arrangements which we have in effect in other institutions.

Another advantage to the Public Library, although not the controlling one, is that we remove from our shelves in the central building some twenty-five thousand items which are very rarely used, and make

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room which is greatly needed for other purposes. The number of volumes in the central building has nearly doubled since it was built, and now stands at a million volumes notwithstanding the fact that out of a total direct home circulation for the whole library system of 3,500,000 volumes last year only 340,000 of this or less than ten percent was from the central building.

Although the central building is and will be used largely for reference works and special collections, the normal growth of these will soon require an addition to the building, with a corresponding increase in operating expense, unless the Trustees sooner or later store infrequently used material elsewhere subject to withdrawal as required, or place some of it in appropriate depositories as occasion may arise, where it will be cared for and open to public use. The latter course seems preferable. There may be other opportunities to establish branches in special lines, such as this agreement contemplates, without cost to the Library, and if other institutions are as generous as Harvard has been in this case we shall be glad to consider them seriously.

Having thus stated our reasons, we may have answered the question as to our legal authority. If the matters we have discussed pertain to library management, they were in 1878 placed in charge of the Trustees of the Public Library of the City of Boston, a corporation organized under a special act of the general court, and there they apparently still remain. The city charter, which in 1909 enlarged the powers of the Mayor, contains a provision that nothing in the charter shall authorize the taking away of any of the powers or duties of the Library department as established by law. The City Council by the act incorporating the Trustees was authorized to pass ordinances not inconsistent with the act. The only ordinance in point (1914) reads

"The library department shall be in charge of a board of five trustees who shall adopt such measures as shall extend the benefits of the institution as widely as possible, and may from time to time establish branch libraries and delivery stations in different sections of the city."

This the Trustees have done from time to time by locating thirty-one branches and more than 300 deposits.

The authority of the Trustees in library management has never been questioned except in the matter of salaries paid to employees. This subject has come up at times, and as our files contain the opinions of eminent lawyers bearing on the duties of the Trustees and the present status of the act incorporating the Trustees in 1878, we are referring them to the Corporation Counsel for his consideration. As he has also been asked by the Council for his opinion

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as to the validity of this arrangement with Harvard University under the so-called Anti-Aid amendment to the constitution, we beg leave to call to his attention that this amendment prohibits the appropriation of public money or the use of public property for the purpose of founding, maintaining or aiding certain institutions (including colleges) not under public control. We suppose the purpose to be examined is that of the Trustees. We did not make this arrangement for the purpose of aiding Harvard University, or its Graduate School of Business Administration. We made it for the purpose of aiding the Public Library and the citizens of Boston, and any benefit which the college receives is small compared to the consideration which it gives.

We now have more than three hundred depositories of books, including schools, engine houses, hospitals and many institutions. On this list are two hundred and twelve schools of which seventy-seven are parochial schools. There are hospitals, Jewish Welfare Centers, and many other institutions not under public control. Some of them are apparently within the prohibition of the amendment if the deposit of books is to be considered an aid to such institutions. The Trustees do not so regard it. On the contrary it seems to the Trustees that such intelligent help as any responsible institution will give in the circulation and use of our books, and in the encouragement of better reading, constitutes a service on the part of such institution rather than an aid to it. We do not concern ourselves with the other functions of any institution willing to take proper care of our books and place them in the hands of the public. While these deposits are not large in volume, the question raised by the City Council - unless the Trustees have construed the amendment correctly - not only affects such deposits but other plans which the Trustees have in mind. The use of the Library and its branches in connection with adult education is perhaps the most promising field for extending the value of the Library without much expenditure of public money. It would be impracticable to enter on this without the cooperation and assistance of institutions not under public control which are engaged now in this work, and of others willing to share in it.

We call these considerations, through your Honor, to the attention of the members of the City Council in the hope that they will approve the general policy of the Trustees - which is "to extend the benefits of the institution as widely as possible" rather than to regard the Library merely as a place in which books are kept

February 4, 1927

until called for, or kept whether called for or not.

Very respectfully

The Trustees of the Public Library of the City of Boston
by Guy W. Carrier, President.

A letter dated January 28 from City Councillor McMahon relative to the establishment of a branch of the Library on Bowdoin Street, Ward 15, forwarded through His Honor the Mayor, and an Order of the City Council dated January 19, through His Honor the Mayor, requesting the establishment of a branch of the Library on Parker Hill Street, Charlestown Heights, Ward 2, were read and referred to the Director for reply; and it was

Noted: that the matter of the establishment of new branches be referred to Mr. Abbott for examination.

The Director presented a letter addressed to him under date of February 3, by the Clerk of Committees at City Hall, requesting a list of non-resident employees of the Library; and he was directed to furnish the information desired.

The Director presented a communication addressed to him by French Hubbard dated January 13, in relation to the method of doing the proposed work of re-wiring the Central Library building and the installation of a new electric switchboard, also a form of contract for payment for their services in carrying out the same, which upon motion of Mr. Abbott, was approved.

The Director's report was read by him.

The following bills in the January 31st requisition, having been approved by the Director and certified by the Auditor to be correct, were allowed, and the President's action in signing the same approved and confirmed: chargeable to the general appropriation amounting to \$4,717.18, and to trust funds income \$2,309.50.

The Director reported that a list of supplies recommended by him for purchase on January 21 was approved by a committee of the Trustees, as follows: miscellaneous supplies for the Central Library and branches \$1,774.24, for Bindery \$633.24 and for Printing Department \$727.09; and this action was approved and confirmed.

The Director reported that on December 29, 1926, under public advertisement, the following proposals for furnishing tables and shelves for the Catalogue section of Bates Hall, were received:

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Mellish & Byfield Mfg. Co. \$915
Albany Milling Company 935
Tyler & Chapman Company 1459

On recommendation of J. F. Gale, Architects, the proposal of The Mellish & Byfield Mfg. Co. was accepted by the President under approval of the Mayor, and on January 29, 1927 he executed a contract for the same; and this action was approved and confirmed.

On recommendation of the Director, it was

Ordered, that the following service changes take effect

February 4, or at the dates named:

Salary increases

Winthrop H. Channing, Chief Special Libraries Department
\$57.53 to \$60 per week
George S. Maynard, first assistant Special Libraries Department
\$40 to \$42 per week
Grade increases
Mildred R. Bradbury, assistant Special Libraries Department
\$31 to \$32 per week
Thomas J. Manning, assistant Special Libraries Department
\$30 to \$32 per week
David B. Michelson, assistant Bates Hall Reference Department
\$13 to \$15 per week: to date from January 14
Henry A. Zahay, apprentice, Bindery, \$15 to \$20 per week
Mary J. Dennison, general assistant, Mt. Bowdoin Branch
\$20 to \$25 per week
Anna M. F. Connolly, second assistant Uphams Corner Branch
\$24 to \$26 per week
Marion R. Keryig, second assistant East Boston Branch
\$23 to \$25 per week

Transfers

Anne F. Coleman, general assistant from Issue Department to West End Branch, \$14 to \$15 per week, to date from January 14
Sarah Richman, general assistant, from Issue Department to Andrew Square Branch, \$12 to \$14 per week, to date from January 24

Appointment to regular service

Charlotte Reynolds, assistant Bates Hall Reference Department, \$15 per week
E. Arthur Green, general assistant East Boston Branch
\$20 per week

Appointment under Civil Service certification

Patrick J. Keilly, Printer, Bugiear & Janitor Department, \$40 per week, as of January 25
William J. Kane, janitor-labrer, Bugiear & Janitor Department, \$30 per week, as of January 25
Mary E. Ottridge, and Catherine Miller, cleaners, Engineer & Janitor Department, \$18 per week each, as of January 17.

On recommendation of the Director, the following persons were granted leave of absence without loss of pay: Ellen F. Conley, first assistant Brighton Branch, 19 days: to offset time taken on account of illness, Josephine E. Day, assistant Executive Department, two weeks: on account of illness.

Special privilege cards were granted to Samuel M. Anderson, Barton, Dustin & Osborne, George R. Bradley, Elsie J. Cambridge, J. C. Henderson Company, Jo. Fey Studios, Maynard A. Jones,

February 4, 1927

W. Rosmond M. MacDonald, The Xerox Engraving Company, N. E. Telephone
 Telegraph Company: Engineering Department, New England Telephone Telegraph Company
 "Telephone Topics", Jessie B. Parke, Hyman Steinberg, and Ben Ames Williams.

Dissolved: *Nella Jean Deery*
 Clerk

February 18, 1927

Friday, February 18, 1927

A regular meeting of the Corporation was held in the
 Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Currier and Kirshtein.

The President Mr. Currier in the chair.

The record of the meeting of Friday, February 4, 1927 as
 presented, was approved.

The Director was authorized to purchase according to a list
 submitted by him and to be placed on file: miscellaneous supplies for
 the Central Library and branches to the amount of \$3,244.15, for Binding
 \$243.88 and for Printing Department \$232.84.

The following bills having been approved by the Director
 and certified by the Auditor to be correct, were allowed and ordered
 paid: chargesable to the general appropriation amounting to \$22,737.42,
 and to trust funds income \$622.89.

Requests from the City Council, and from certain individuals,
 for the establishment of new branches of the Library in the following districts,
 were received and read, and referred to the Director for reply:
 Refectory Building, Franklin Park, Ward 12; Day Square, East Boston, Ward 1;
 Heath Square, Roxbury, Ward 10; Eggleston Square and Forest Hills, Roxbury,
 Ward 11; Parker Street, Roxbury, Ward 19.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered, that Nellie A. Hogan, cleaner, be transferred from the
 Branch Department, Central Library to the South Boston Branch, with
 increase in pay from \$18 to \$22 per week, February 18, in place of
 Mary J. Slattery, retired.

A request from the Board of Election Commissioners dated
 February 16, for the use of the lecture room in the Charlestown Branch as a polling
 place, was granted.

February 18, 1927

On his recommendation, the Director was authorized to expend
 the sum of \$562.50 for three important matter items lacking in the
 Library collection: to be charged to The Lewis Fund and added to
 the Lewis Library.

A complaint from Mr. Robert Sprague Hall, forwarded
 through the Mayor's office, in relation to the collection of medical books
 and periodicals now on deposit in the Boston Medical Library, was read
 and referred to the Director for reply.

Special privilege cards were granted to Paul Hawthorne,
 Alexander G. Hooper, George E. Lambert, Jr., Henry Levine, Peter McInerney,
 Hazel Mackaye, James J. McLean, "Music & Youth", Frederick B. Noyes,
 Ruth B. Purinton, and Bertha W. Smith.

Dissolved: *Nella Jean Deery*
 Clerk

Friday, March 25, 1927

March 25, 1927

A regular meeting of the Corporation was held in the
 Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Currier and Kirshtein.

The President Mr. Currier in the chair.

The record of the meeting of February 18, 1927 as presented,
 was approved.

The Director was authorized to purchase according to a list
 submitted by him and to be placed on file: miscellaneous supplies for the
 Central Library and branches to the amount of \$1,411.64.

The President presented copy of the opinion of the Corporation
 Counsel on the legality and constitutionality of the contract between the
 Trustees of the Library and Harvard University, which was ordered placed
 upon the records, as follows:

February 4, 1927

Honorable Malcolm E. Nichols
 Mayor
 City Hall, Boston

Dear Sir:

The City Council has requested through Your
 Honor my opinion concerning the legality and constitutionality of
 the contract made recently between the Trustees of the Boston

March 25, 1927

Public Library hereinafter called the Trustees, and the President and Fellows of Harvard College hereinafter called the Harvard authorities, for the use of certain books pertaining to business education and administration. The Council seeks to be advised whether the contract is first, a legal one, and secondly, whether it is in violation of the so-called anti-aid or sectarian amendment of the Constitution of Massachusetts, Sec. 2 of Article XLVI of the Amendments, which in substance prohibits the use or grant of public property or money for the benefit of any private institution.

I have made a very careful study of the agreement in question in order that I may properly answer the question submitted. In addition I have sought to learn the intention of the parties when the instrument was executed.

From an examination of the agreement it is clear to me that it was intended by the Trustees of the Library to establish a branch library, many of which are now in existence throughout the city. This conclusion the Trustees of the Library confirm.

The Trustees have attempted from time to time to cater to the needs of the various sections of the city by the establishment of branch libraries. In the south end of the city branches have been established with books that appeal to the residents of this district. In the north end of the city a branch caters to a still different type of citizenry. Branches have been established in schools catering to the type of pupils who attend these schools. Recently the suggestion was entertained of instituting the east library, by which library books may be brought to the neighborhood in cars. There has been a continuous agitation for a business men's branch library, that is, a place where the business man may conveniently find those books that are of interest to him and which may help to administer and conduct his business more efficiently.

All these matters are for the determination of the Trustees, who by law are the authorities entrusted with the conduct and management of the Library Department of the city. See Sec. 5 of Chap. 114 of the acts of 1878, as amended by sec. 1 of Chap. 222 of the acts of 1880, and by sec. 1 and 2 of Chap. 60 of the acts of 1887, wherein the Trustees are given general care and control of the central public library and of all branches which have been and which may hereafter be established and are given full control of the expenditures of money appropriated therefor. See also Sec. 5 of c. 486 of the acts of 1904 (Amended City Charter) preventing the city government from taking away any of the powers or duties of the Library Department as prescribed by law.

Under these provisions of the law the Trustees have complete discretion as to the management of the Library Department and full authority of the question of branch libraries, their power being subject only to the provisions of law requiring the Trustees to submit a budget of their needs and estimates of expenditures for the fiscal year (Sec. 3 of c. 486 of the acts of 1904); subject also to the Mayor's approval of contracts involving the expenditure of money, and to such other provisions of law contained in the various charter provisions applicable to the administration and conduct of the various municipal departments.

By the agreement in question the Trustees desired to establish a branch library where there might be centered the books of the city pertaining to business administration and education, and whereby the greatest possible use might be made of them to the end that the greatest good might be rendered that portion of the public interested in them. They were able to secure the co-operation of the Harvard authorities in establishing this type of branch library. The agreement entered into, from its contents, which I will analyze hereinafter, is nothing more than a

March 25, 1927

Memorandum of the understanding and intentions of the Trustees and the Harvard authorities to avoid future misunderstanding and dispute.

Section 1 of the agreement states that the Harvard business library shall constitute a "depository for books and other material as hereinafter provided, the Harvard business library becoming to this extent a branch of the Boston Public Library." Here is the intention of the parties stated with clarity and in unequivocal language. It is contained in the very outset of the agreement or memorandum. Everything that follows must be interpreted in the light of this declaration between the parties. There does not seem to be any ambiguity in Section 1 as to just what the parties contemplated or desired.

Section 2 indicates a desire on the part of the Trustees to avoid and not incur expense and to release space in the Central Library, and to this end the Harvard authorities in their desire to co-operate in this endeavor state that they will speedily furnish the equipment and facilities to help establish the branch.

By Section 3 the Trustees state that in the near future, if they so decide, they may make an appropriation to relieve the Harvard authorities of the entire burden of establishing the books in the branch and of cataloguing the same. The Trustees state that they are willing that this work should be done in their behalf by the Harvard Library and further agree that the Trustees will be encouraged to make a contribution towards the expense of the establishment of this branch library if, by so doing, the branch may be opened sooner.

Sections 4 to 10, inclusive, contain the understanding of the parties as to the method of conducting the branch. These sections state to what extent the Harvard authorities will co-operate and what it expects and requires from the Trustees in return for the co-operation and assistance it intends to provide. For instance, in Section 5 the Trustees state, in substance, that although the branch is to be in the Harvard School of Administration Building, that all the books of the Boston Public Library, as well as those of the Harvard Library should be available to all such persons who, if they so desired, would be entitled to use the books of the Central Library. This same rule is applicable to all the branch libraries in this city. It is further made clear that the Harvard authorities may establish reasonable rules and regulations pertaining to the use of its building and its books. This provision is the same that pertains to all branch libraries of the city located in other public or private institutions. If a branch is contained in a public school the School Committee is permitted to make reasonable rules and regulations pertaining to the use of the school buildings. If the branch is in a municipal building the Superintendent of Public Buildings may make reasonable rules and regulations as to the use of the municipal building. It is to be assumed that reference is made to the right to prevent truants and loafers from using the library as a rendezvous, to prevent congestion, and generally to make the library most serviceable. So, too, may the length of time which particular books may be used be regulated by the Harvard Library authorities who are to manage and conduct the branch for the city. It is to be noted, however, that under no circumstances does the city relinquish title to the books and other material deposited in this branch. This is the same rule applicable to all branch libraries. The public are authorized and permitted to use this branch library just as they do other branches of the Central Library.

By Section 7 the Librarian of the Boston Library may recall any book or books he may need or desire.

By Section 8 the Trustees make it very clear

March 25, 1927

that they may abandon this branch and end the arrangement at any time they so desire.

Everything in this so-called agreement indicates the intention of the Trustees to establish a branch library for such persons interested in business books at a place where through the kindly offices of the Harvard authorities there may be collected under one roof the greatest collection of business books possible, and whereby they may be made available to the public of Boston interested in them.

The parties in Section 13 also state that they believe another branch of similar nature ought to be established in the downtown section of Boston, with the Trustees and the Harvard authorities again co-operating. The present relationship, as evidenced by this so-called agreement, provides for no immediate expenditure of money by the Library Trustees.

I must, therefore, advise you that I can find no legal objection to this agreement or memorandum. The entire arrangement need not have been put in writing at all. It could have been executed by the parties without any written agreement whatsoever. The Library Trustees, under their discretionary authority to conduct the Central Library and such branches as it may create, have full authority to establish this branch at Brighton and to accept the kind offer of co-operation by the Harvard authorities. It is a part of the management of the Library Department of the City of Boston. See c. 28 of the Revised Ordinances of 1925 for a declaration of this statutory authority in the Library Trustees and the requirement by the City government that the benefits of the Library institution shall be extended as widely as possible.

Of course, if the Library Trustees found it necessary to expend a sum of money amounting to \$1000 or more, then the Mayor's approval is necessary to such a contract and the Charter provisions must be complied with and the contract entered into not by the Trustees but by the City of Boston, acting by and through the Trustees of the Library, exactly as would be necessary in the case of any other city department. If, however, the expenditures were to be paid out of the various private funds which the Trustees hold by virtue of bequests and devises made to them as incorporated trustees, then the Mayor's approval is not necessary nor need such a contract be made or meets the requirements of the various Charter provisions. See c. 114 of the Acts of 1878, creating the Library Trustees a corporation for the purpose of receiving and holding real and personal estate in trust for the benefit of the Library, as provided in the various bequests and devises made to them as incorporated trustees.

I must advise you also that in my opinion the so-called memorandum is not in violation of the anti-aid amendment. This amendment (Article VIII, Section 2) in substance prohibits the grant of public funds and not the use of public property for the benefit of private institutions. It was created to prevent the appropriation of public money by the Commonwealth, its cities and towns, for the especial benefit of aiding and assisting religious and educational institutions, most of which were sectarian and denominational. I cannot see how the arrangement discussed heretofore between the Library Trustees and the Harvard authorities can be said to violate this amendment. The City, through its Trustees, is not making a grant of money to the Harvard Library for its use, nor is it permitting the use of its property for the especial benefit of the Harvard Library. The City is establishing a branch library for the benefit of the people of Boston. It is a particular type of branch library. By its co-operation the Harvard Library makes the City's branch a bigger and better institution. The City and its citizens are the gainers by the arrangement whereby the Harvard Library permits the use of its facilities and equipment by the people of Boston. If this amendment is to be construed as prohibiting such co-operation, then the Library Trustees must abandon all its branch libraries in neighborhood houses, settlement houses, various club houses, in community centres, and in the various other private institutions and organizations whereby their co-operative efforts and the use of their buildings and facilities may help

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the Library to come closer to the people and afford a greater opportunity for the education of the masses. The incidental advantage and service, if any, which the branch library affords to the settlement house, the community centre, the local charitable organization, the local religious society and many other organizations can hardly require the construction that it is proposed shall be made of the amendment so as to prohibit their co-operation with the Library Department of the city. That the amendment should not be so construed may be readily ascertained by an examination of the record, journals and debates of the Constitutional Convention, which framed the amendment for submission to the people. See Volume 1, Debates of the Constitutional Convention, 1917-1918.

I therefore advise the Honorable Council that the so-called agreement between the Library Trustees and the Harvard authorities in my opinion is not illegal nor can it be said to be in violation of the provisions of the anti-aid amendment of the Constitution of Massachusetts.

Very truly yours

(Signed) Frank S. Deland

Corporation Counsel

The following Resolution from the City Council was read and ordered spread upon the records, as follows:

City of Boston, In City Council

Whereas the report of the Trustees of the Boston Public Library as published in the press this day discloses the fact that through a liberal, constructive and courageous policy of expansion they are rendering a service to the public unexcelled anywhere in the world, be it said it is hereby

Resolved: That the Boston City Council in session assembled approve and commend the policies now in operation and hereby publicly express appreciation for service rendered by the said Trustees of the Boston Public Library.

In City Council February 26, 1927. Adopted

Attest: (Signed) W. J. Doyle

Asst. City Clerk.

The Director reported that since the last meeting on February 18, 1927, a committee of the Trustees approved the purchase of miscellaneous supplies for the Central Library and Branches to the amount of \$4,579.02, for Binding \$438.43 and for Printing Department \$116.96, the payment of bills in the March 31st requisition: chargeable to the general appropriation amounting to \$31,048.07 and to trust funds income \$2,447.83; for books, payable by draft on funds on deposit in London, amounting in the aggregate to \$4,238.93; and by special draft in favor of Frank J. Gallagher Company, first payment on contract dated January 18, 1927 for alterations to the basement of the Brighton Branch, in the sum of \$3,456.95; and this action was approved and confirmed.

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Mr. Abbott, to whom was referred the matter of securing additional space on the first floor of the building in part occupied by the Dorchester Branch, for use as a children's room, reported that he had corresponded and had several interviews with the Mayor, the Police Commissioner and the Superintendent of Public Buildings in relation to the same without reaching any decision. After consideration, on motion of Mr. Kirslein, it was

Voted: that the use of the present children's room at the Dorchester Branch be discontinued forthwith.

The Director's report was read by him.

The Director reported that on March 12, he suspended from service David B. Michelson, an assistant in Boker Hall, on account of unsatisfactory service and disregard of all Library rules. He reported fully on the matter in the presence of Mr. Michelson and Mr. Chase the Chief of the Department, and Mr. Michelson was permitted opportunity to present his case, after which, it was

Voted: that the Director's action in suspending David B. Michelson be sustained, and his services discontinued.

On recommendation of the Director, it was

Ordered: that the following service changes take effect at the dates named: Grade increases in pay

Elizabeth M. Heruachee, first assistant Mt. Vernon Branch, \$23 to \$25 per week, beginning March 4.
 Mary L. Gray, Issue Department, \$14 to \$15 per week.
 Lee J. O'Leary, Periodical Room, \$18 to \$20 per week.
 Jessie L. Fisher, Feltz's Attic Museum Branch, \$20 to \$23 per week.
 Annie Reis, South Boston Branch, \$24 to \$25 per week.
 James E. Latta, Feltz's Attic Museum, \$19 to \$20 per week.
 Olympia M. Latta, North End Branch, \$25 to \$27 per week.
 Mary A. Haskett, South Boston Branch, \$18 to \$20 per week.
 beginning March 25;

Promotion

Ellen J. Offutt, general assistant, to the position of second assistant, Feltz's Attic Museum Branch, \$23 to \$26 per week;

Appointment

Adele L. Sawyer and Bertha Schultz, assistant Issue Department \$12 per week, each,
 Elizabeth Hindley, assistant Periodical Room \$20 per week; and under civil service certification
 Patrick J. Hurry, junior Hyde Park Branch, \$21 per week, as of March 14.
 Mary E. Ryan, cleaner Branch Department, \$18 per week, as of March 14.

Ordered: that the following allowances from the "Alice Lincoln Whitney Fund" be granted: on account of illness: Carrie L. Morse, librarian West Roxbury Branch, \$160; Josephine E. Day, telephone operator, Executive Department, \$100.

Ordered: that Rebecca Millmeister, assistant at the West End Branch, be granted a leave of absence of six weeks, without loss of pay,

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on account of illness.

A request from the Employees Benefit Association of the Library for permission to use the Lecture Hall on May 12, 1927, from 8 to 12 o'clock p.m. for a celebration of the 25th anniversary of the founding of the Association, was granted.

The Director reported that on March 8, 1927, the following proposals for minor alterations at certain of the Branch Library buildings were publicly opened and read:

Frank Gahof Company	\$ 6,020
A. J. Ross Company	6,517
American Architectural Draftsmen	6,998
Deaver Construction Company	7,560
Frank J. Gallagher Company	8,108
Dell Construction Company	8,503.50
James J. Brock	9,394
J. G. Heppner	9,870
Richard Gibson Tson	11,260
Rosbury Construction Company	11,437

On recommendation of the Architects, Fox & Gale, it was

Voted: that the proposal of Frank Gahof Company be accepted, subject to the approval of the Mayor; and the President authorized to execute a contract for the performance of the work.

The report of the Examining Committee for 1926 was received.

In accordance with request, the Director presented the following statement regarding the system of examinations for service in the Library:

Statement regarding System of Boston Public Library Service Examinations.

The Annual Report of 1895 refers to "a system of graded service prior to that year" but no records are to be found. There were no written examinations, however, for entrance or promotion. On March 16, 1895, the Trustees adopted a plan of graded service with examinations.

Under this system all employees in the service were assigned to grades running from E (grammar school education) to A, with eleven grades and sub-grades. Minimum and maximum salaries were fixed for each grade and it was provided that both entrance to the Library service and promotion from one grade to another was to be determined by examination.

Written examinations were held at least once in six months. There was no absolute pass mark, but an attempt was made to arrange the examinations for each grade in the order of the relative excellence of their papers. The examination was regarded as a "preliminary test merely" to be followed by a test of capacity in actual service during the probationary period. "All appointments were provisional and conditioned upon proof of capacity for the particular position to be filled as shown in actual service."

A circular distributed to all employees stated that in filling vacancies, "although an examination may be held the judgment of the chief of the department as to the relative merit of several

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applicants as he has seen their merits demonstrated in actual service, must have great weight. — In the question of promotion, therefore, his certificate must be most important evidence to be considered. "That employee is most likely to be certified for advance who has not been content to perform in a routine way the duties specifically assigned to him, but has gone beyond these and has shown an interest in the work which in the aggregate has to be accomplished."

The Library continued to operate under this system, with some modifications resulting from changing conditions, until four years ago. Since that time, as the result of suggestions on the part of a committee on examinations made up of heads of departments, the examination system has been made both simpler and more definite.

The examination has always been only one of the factors in determining employment or promotion in the Library. Every applicant for a vacancy is interviewed by the head of the department in which the vacancy occurs, and if the position is of importance, by the Director as well. In considering candidates, the personality of each as related to the particular work to be done, his education and equipment for his duties, and his experience in this Library or elsewhere are all given their due weight. For some duties personality is of primary importance. For other duties, education and experience are more necessary. No one can be recommended for appointment by the Trustees who has not passed an examination. The mark received is always of some assistance in grading applicants. Having passed this barrier, however, the applicant is really chosen on the basis of personality, education and experience.

As stated above, the Director appointed some four years ago a Committee on Examinations, with the following membership:
 Mr. W. H. Cheney, Chief of Special Libraries, Chairman
 Mr. Frank H. Chase, Reference Librarian
 Miss Alice M. Jordan, Supervisor of Work with Children
 Miss Edith Guerdie, Supervisor of Branches
 The Director has approved their statement of the present practice regarding examinations and appointments, as follows:

The employees of the Library are divided into three groups on the basis of education:

- (1) Grade D. Those who have a college education or its equivalent.
- (2) Grade C. Those who have completed a high-school course or its equivalent.
- (3) Those in the temporary ungraded service who must have completed one year of high-school.

Persons of Grade D or C are eligible for permanent appointment on the staff of the Library after passing the required examinations. Employees of Grade C must pass a general examination and an examination in one foreign language. Employees in Grade D must pass an advanced general examination and examination in two foreign languages. Appointments are made by the Trustees on the recommendation of the Director, who in turn, bases his recommendations on those of heads of Library Departments.

As the first step to employment, every applicant must answer the questions on a form supplied by the Library. Applicants for employment in the temporary service must submit a certificate from the principal of the last school attended and a testimonial of character from some person of standing, not a near relation.

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System of Library Examinations

Grade examinations are held in April and October each year. These include general examinations for Grades D and C and examinations in five foreign languages, of which the applicant may choose those in which he is most proficient.

Candidates for the temporary service are accepted on a probationary status. A brief intelligence test is taken at the time of application for employment. After a fixed period of probation, during which applicants receive instruction in the work of the department in which they have been assigned, they are required to take an examination based largely on this instruction.

Special examinations for all important positions are given, and in certain departments there are also promotional examinations which enable those who pass them to qualify for higher positions.

The technique of conducting a library examination is at present as follows:

The Committee having fixed a date for the examination, prepares a notice which is posted in every department of the Library, and is sent by mail to every person of the grade covered by the examination whose application is on file in the Director's office. The notice sent to each applicant is attached to a slip to be used for admission to the examination room.

The examinations are prepared by the committee and after being approved by the Director are either printed or mimeographed in the Library on the day preceding the examination. Every precaution is taken to insure secrecy.

On the day of the examination those provided with admission slips are admitted to the examination room, the doors of which are closed fifteen minutes after the hour announced for the examination. The examinations are strictly supervised by the Committee. Each examinee finds at his place a numbered envelope. He places in this envelope a slip of paper on which he has written his name and address, and seals the envelope. He is further instructed to place on his examination paper only the number printed on the outside of the envelope. The envelopes are not opened until the examinations have been read and the final marks handed in; each paper is identified only by the number placed upon it.

The examination papers are read and marked by members of the faculty of Simmons College, after a conference with the Committee on Examinations, at which all the questions are discussed and answers agreed upon. After the marks have been approved by the Committee on Examinations, the papers and marks are turned in to the Library office where the envelopes are opened and the names of the writers are placed on the papers, and each person is notified by mail whether or not he has passed.

Voted: that hereafter, the Director be required to interview all applicants for regular service before their selection for appointment.

Special privilege cards were granted to John E. Alcott, Boston Council of Boy Scouts of America, Chambers-Chester Company, Carrie E. Daniels, Irene R. Eldred, William H. Finn, Flexlume Sign Company, Frost-Stedman Company, Willard C. Greene, M.D., Joseph Hochberg, Rudolf Kahn, Mother Kahn, Stone's Express Company, Carolyn J. Straighton, Rev. Uelas H. Taskunas, and William M. Titus.

Mr. Abbott presented reports from Fox & Gale, Architects, on

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the present condition of the condensation roof of the Central Library building, and on the gutters and cresting, eaves, skylights, etc. urging the necessity of immediate action towards repair or replacement, and stated that he had examined the same with the Architects, and Mr. Rorer of the Buildings Department of the City. After consideration, it was

Voted: that the recommendation of Jay Gale as to repair or replacement of gutters, cresting, eaves, skylights, etc. be approved; and that the matter of securing proposals for the performance of the work be given to Public Competition.

The matter of the replacement of the condensation roof was referred to the Director for further information.

Disposed.

Walter Dean Deery
Clerk.

May 2, 1927

Monday, May 2, 1927

A regular meeting of the Corporation was held in the Trustees' room at 10.30 o'clock a.m.

Present: Messrs. Abbott, Connolly and Currier.

The President Mr. Currier in the chair.

The record of the meeting of March 25, 1927 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,638, for Binding \$403.25 and for Printing Department \$122.46.

Circular No. 28 from the Mayor's Office was received and ordered placed on file.

An order from the City Council dated April 4 requesting the establishment of a branch of the Library at Egbert Square, was referred to Mr. Abbott.

The Director's report was read by him.

The Director reported that since the last regular meeting on March 25, 1927 a committee of the Trustees had approved for payment bills in the April 30th requisition as follows: chargeable to the general appropriation amounting to \$25,192.37, and to trust funds income \$971.82; and by special draft, second payment on contract with Frank J. Gallagher Company

May 2, 1927

for repairs to basement of Brighton Branch, in the sum of \$1,044.80. Also purchase of miscellaneous supplies for the Central Library and branches to the amount of \$5,244.77, for Binding \$550.69 and for Printing Department \$72.17.

Voted: that this action be approved and confirmed.

On recommendation of the Director, it was

Voted: that there be allowed and paid to Eugen Schlicker the sum of \$50 for reproductions of paintings, as per bill of April 30, 1927; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to trust funds income.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation amounting to \$228.49.

The Director reported that the following changes in outstanding contracts, had been approved by Mr. Abbott, subject to confirmation by the Board: Frank J. Gallagher Company, contract dated January 18, 1927 for repairs to basement of Brighton Branch, addition of \$38 for underpinning one of the old brick walls; and Smith & Lott, contract dated September 7, 1926 for replacement of lanterns and iron work on Central Library building, a deduction of \$100 for omission of painting included in contract price; and this action was approved and confirmed.

The President presented a check for \$1000 from the executor of the estate of the late Helen Leah Reed, being a bequest to the Library under her will, "to be held as a fund called the Guilford Reed Fund in memory of Guilford S. Reed and the income only of this fund shall be used for the purchase of books of non-fiction"; and it was

Voted: that the bequest be funded as the "Guilford Reed Fund" in memory of Guilford S. Reed, and the income used for the purchase of books of non-fiction, in accordance with the terms of the same.

On recommendation of the Director, it was

Ordered: that the following service charges take effect at the dates named: Scale increased in pay

Morris Pottery, Branch Department, \$12 to \$13 per week, April 1

Pearl B. Stuart, second assistant, Fellows Athenaeum Branch, \$27 to \$28 per week, April 12

Lucile M. Taylor, assistant, Children's Department, \$18 to \$19 per week,

Mary M. McDonough, assistant, Children's Department, \$20 to \$22 per week

May 2, 1927

Helen J. Aldrich, assistant Tyler Street Branch
#22 to #24 per week
beginning April 29.

Appointment to regular service
Gertrude H. Maddox, general assistant Charlestown
Branch, #18 per week
Pauline L. Lyon, general assistant Mt. Vernon
Branch, #16 per week.

and under Civil Service Certification
Sadie L. Kerwin and Margaret M. Lydon, cleaners
Public Library, #17 per week, each, as of April 13
Michael A. DeLo Rizzo, Engineer, Janitor Department
#12 per week, as of March 28
John J. McElroy, Engineer, Janitor Department
#15 per week, as of April 22

Ordered: that the following persons be granted leave of absence on account of illness: Elizabeth H. McNamee, librarian of the Andrew Square Branch, three weeks with full pay; M. Louise Cassidy, assistant Special Librarian, two months with half pay; Esther Lissner, Catalogue Department, two weeks with full pay.

A letter dated April 23 was received from the Boston Ethical Society, requesting permission to use the Lecture Hall of the Library for regular weekly Sunday morning meetings; and after consideration, it was

Voted: that it is not within the policy of the Library to grant such use of the Lecture Hall.

A letter from the Pope Company in relation to damages to the property owned by them on Cambridge Street adjoining the West End Branch of the Library, the result of the recent widening of the street, was referred to the Director.

The Director presented the following letters addressed to him, from Jeremiah E. Burke, Superintendent of Schools, dated April 18, offering quarters in proposed new schoolhouses for branch libraries; together with his reply to the same to the effect that the Library does not wish at this time to consider the establishment of new branches; and from Mr. Spencer Miller, Secretary of the Workers Education Bureau enclosing a Resolution adopted at the recent Convention of the Bureau, and expressing his personal thanks for the courtesies extended by the Library.

The Director reported informally on the difficulty of securing suitable employees for the Printing Department chiefly on account of the rules of the Civil Service Commission, and suggested a conference with the Commission with a view to modifying such rules in relation to the Library; and the matter was referred to the President and Director.

Special privilege cards were granted to the Boston American, Dorothy Lurback, Cambridge Associates, Prof. Jan Banu, Charles Chadwick, M. Lythade Butler, Jordan Marsh Company, Curtis H. Page, and Karl A. Piez.

Dissolved:

Della Jean Deery
Clerk

The annual meeting of the Corporation was held at 10.45 o'clock a.m.

Annual Meeting

Present: Messrs. Abbott, Connolly and Currier.

The President Mr. Currier in the chair.

The Corporation proceeded to the election of officers by unanimous vote as follows:

First vote for President

Mr. Abbott voted for Arthur J. Connolly, Messrs. Connolly voted for Louis E. Kirstein, Mr. Currier voted for Arthur J. Connolly; and Arthur J. Connolly was declared elected President.

First vote for Vice President

Mr. Abbott voted for Louis E. Kirstein, Messrs. Connolly voted for Louis E. Kirstein, Mr. Currier voted for Louis E. Kirstein; and Louis E. Kirstein was declared elected Vice President.

First vote for Clerk

Mr. Abbott voted for Della Jean Deery, Messrs. Connolly voted for Della Jean Deery, Mr. Currier voted for Della Jean Deery, who was declared elected Clerk, and qualified for office by taking and subscribing the following oath: I, Della Jean Deery, solemnly swear that I will well and faithfully perform all the duties incumbent upon me as Clerk of the Trustees of the Public Library of the City of Boston,

Della Jean Deery

Suffolk Co. Subscribed and sworn to this second day of May, A. D. 1927.

Before me

Frank B. Blaisdell
Notary Public.

Voted: that any member of the Corporation is authorized to sign on behalf of the Corporation, all bills, special drafts and payrolls of the Library.

Dissolved: Della Jean Deery, Clerk.

June 10, 1927

Friday, June 10, 1927

The regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Connolly, Currier and Kristian.

The President Mr. Connolly in the chair.

The records of the regular meeting, and the annual meeting of May 2, 1927 as presented, were approved.

The following communication was received and ordered placed on file:

City of Boston, Office of the City Clerk

City Hall, May 26, 1927

I hereby certify that

Rev. Arthur J. Connolly

having been duly appointed to be a Trustee of the Public Library, for the term ending April 30, 1932, this day appeared and was sworn as such officer.

Attest:
(signed) W. J. Doyle
Asst. City Clerk

Circulars No. 29 and 30 from the Mayor's office were received and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$1,070.44, for Bindery \$51.25 and for Printing Department \$179.40.

The following bills having been approved by the Director and certified by the Auditor to be correct were allowed and ordered paid: chargeable to the general appropriation amounting to \$26,823.07, and to trust funds income \$565.61.

Voted: that there be allowed and paid to Frank Dickof Company the sum of \$3,706.75 being first payment on account of contract dated April 4, 1927 for alterations at certain branches; and to Melvin Pyflee Company the sum of \$915 being first and final payment on account of contract dated February 1, 1927 for tables and shelves for Baker Hall, and that the President or Vice President sign requests on the City Auditor for special drafts in favor of said payments, said amounts to be charged to the general appropriation for 1927.

June 10, 1927

The Director's report was read by him.

The Director reported that since the last meeting on May 2, 1927 the following action has been taken by a committee of the Trustees, subject to confirmation by the Board at a later date: purchase of miscellaneous supplies for the Central Library and branches to the amount of \$27,526.14, for Bindery \$594.07 and for Printing Department \$141.26; approval of bills in the May 31st requisition: chargeable to the general appropriation amounting to \$23,265.21 and to trust funds income \$1,378.08; and payment by special draft in favor of Frank J. Gallagher Company in the sum of \$652.80 being final payment on contract dated January 18, 1927 for alterations to basement of Brighton Branch, and to Smith & Lovell Company in the sum of \$3400 being first and final payment on contract dated September 7, 1926 for the replacement of wrought iron work supporting lanterns on Central Library building.

Voted: that this action be approved and confirmed.

On recommendation of the Director it was

Ordered: that the following service changes take effect at the dates named: Beginning May 15

Alice M. Kernan, transfer from Issue to Special Librarian Department with increase in pay from \$23 to \$25 per week

Mary M. McDonough, transfer from Children's to Issue Department with increase in pay from \$22 to \$23 per week

Grade increase in pay
Phyllis M. Langdon, children's librarian Uphams Corner Branch \$24 to \$26 per week

Nichell Pappoutsakis, Issue Department, \$18 to \$20 per week

Santa M. Costa, Issue Department, \$19 to \$20 per week

Helen A. Griffin, Issue Department, \$19 to \$20 per week

Mary A. Santos, Issue Department, \$17 to \$19 per week

Mary A. Crogan, Issue Department, \$15 to \$16 per week

Mary J. Daly, Issue Department, \$14 to \$15 per week

Beginning May 20

Ada Auerhoff, second assistant Memorial Branch to the position of librarian Mattapan Branch, with increase in pay from \$27 to \$28 per week

Ethel Kimball, general assistant North End Branch, to the position of assistant Mattapan Branch with increase in pay from \$20 to \$22 per week.

Dorothy C. McLaughlin, general assistant Roslindale Branch, to the position of second assistant with increase in pay from \$18 to \$24 per week;

Grade increase in pay
Margaret H. Reid, librarian Mt. Pleasant Branch, \$30 to \$32 per week
Evelina M. Oliver, assistant Jaffrey Point Branch, \$18 to \$24 per week
Margaret M. Vincent, assistant Ashbury Crossing Branch, \$18 to \$24 per week
Theodora D. Scott, librarian Mt. Bowdoin Branch, \$35 to \$40 per week
Leah Ellis, second assistant Mt. Bowdoin Branch, \$26 to \$27 per week

Beginning June 10

Anna E. Lynch, transfer from Baylston Station to Memorial Branch, without change in pay

Grade increase in pay
Sarah M. Coughlan, assistant Auditor's office, \$20 to \$23 per week
Lillian Conway, assistant Auditor's office, \$19 to \$22 per week

June 10, 1927

Appointment to regular service
 Carolyn E. Cassals, Assistant Issue Department, \$15 per week
 Charles G. Gillis, Assistant Branch Department, \$15 per week
 Sarah L. Gross, general assistant Brighton Branch, \$23 per week.

Ordered, that the following persons be allowed time taken on account of illness, without loss of pay: Theodora I. Seiff, librarian Mt. Vernon Branch, two weeks, Rebecca E. Willis, first assistant West Roxbury Branch, twenty days, John J. O'Brien, head finisher, Bakery, three weeks.

Ordered: that the following persons be granted leave of absence without loss of pay on account of illness: Bridget Mahaley, cleaner, Central Library, ten weeks, Charles Hardy, janitor West End Branch, two weeks, Helen R. Needham, general assistant West End Branch, three months with half-pay.

On recommendation of the Directors, a request of Agnes C. Doyle of Bates Hall for permission to carry forward to this year an unexpended balance of fifteen days of vacation of 1926, was granted.

Voted: that employees who are members of the American Library Association be allowed time to attend the annual conference of the association at Toronto, June 20 to 27, 1927 without loss of pay, at the discretion of the Directors.

The Director submitted estimates for supplying current periodicals for the Central Library and branches for the year 1927-28, as follows:

J. W. Faxon, Boston, \$5010.70, Herman Goldberger, Boston, \$4951.23, Grunian of New York, \$4926.19; three titles omitted; and on his recommendation it was

Voted: that the contract for supplying current periodicals for the Central Library and branches be given to Herman Goldberger for one year beginning July 1, 1927 at a cost of \$4951.23, with the privilege of renewal at the discretion of the Director for a further period of one year beginning July 1, 1928 at a cost not exceeding \$4951.23.

The President reported that on June 6 he executed a contract with the Walter A. Wentworth Company, awarded without competition under approval of the Mayor, for repointing stone work of exterior fascades of Central Library building: the scope of the work to be limited to not exceed in cost the sum of \$6000; and this action was approved and confirmed.

The Director reported that on May 31, 1927, at 12 o'clock noon, the following proposals for painting at certain branch libraries, and for repair and reconstruction of gutters, skylights, finials, etc. Central Library building, were publicly opened and read:

June 10, 1927

For painting at branches

Thomas J. Hind Company	\$2422
M. L. McDonald Company	4810
William J. Dixon	5310
L. J. Maney Company, Inc.	5325
Arthur D. Hawert	5432
John W. Graham Son	5732
Albert D. Howlett Company	6407
P. Hollensen Company	6699
Dexter S. Robinson	10890

On recommendation of Fox & Gale, Architects, the proposal of the M. L. McDonald Company, the second lowest bidder, in the amount of \$4810, was accepted subject to the approval of the Mayor; and the President authorized to execute the necessary contract for the performance of the work.

For gutters, skylights, finials, etc. Central Library building.
 alternate proposals, No. 1 for repair of old cresting, and No. 2 for new cresting.

	No. 1	No. 2
Madden Somerset, Inc.	\$13,146	\$13,741
Thomas J. Hind Company	13,267	17,947
John Farquhar's Sons	13,978	14,838
J. E. Brooks Company	15,926	16,726
Cavanaugh & Early, Inc.	17,000	18,450
W. C. Mumfield Company	20,287	20,408

On recommendation of Fox & Gale, Architects, proposal No. 2 of John Farquhar's Sons, the second lowest bidder, in the amount of \$14,838 was accepted subject to the approval of the Mayor; and the President authorized to execute the necessary contract for the performance of the work.

The Director reported on the communication of the Pope Company regarding alleged damage to their property on Cambridge Street adjoining the West End Branch of the Library, which was referred to him on May 2, and on motion of Mr. Currier the matter was referred to the Law Department of the City.

On motion of Mr. Currier, it was

Voted: that Mr. Abbott be a committee of one to wait upon His Honor the Mayor in the matter of the Trustees' request of November 27, 1926 for a special appropriation to make structural changes in the Central Library building for the purpose of safe-guarding its valuable collections.

A letter dated May 13 was received from the Hon. H. J. Kelly of Toronto, chairman of the Trustees' Section of the American Library Association Conference at Toronto June 20 to 27, 1927, inviting the Trustees to send one or more delegates to the meeting to discuss some of the problems confronting trustees of libraries; and the President, ^{named} Mr. Currier such delegate.

Special privilege cards were granted to Edward J. Comer, Nelson M. Jansky, Jordan Marsh Company, Dudley S. Mackenzie,

June 10, 1927

Arthur J. Riley, Capt. John D. Robnett, U. S. N., Standard Maintenance Company, 'This week in Boston' and The Underwriters Bureau of New England.

Resolved:

Eda Jean Dwyer
Clerk

July 1, 1927

Friday, July 1, 1927

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Connolly, Currier and Kirstein.
The President, Mayor Connolly in the chair.

The record of the meeting of June 10, 1927 as presented, was approved.

Circulars No. 32-33 from the Mayor's office were read and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and Branches to the amount of \$14,963.19, for Bindery \$389.42, and for Printing Department \$274.10.

On recommendation of the Director, it was

Voted: that there be allowed and paid to Messrs. Morgan, Fenkel Company, London, the sum of \$5,000, the same to be placed to the credit of the Trustees of the Library for the purchase of books; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to trust funds income.

The Director reported that on June 29, 1927 at 12 o'clock noon, the following proposals for the construction and erection of an electrical switchboard apparatus were publicly opened and read:

Worcester Electric Company	\$6,400
Walker Switchboard Company	6,593
Credit Electrical Mfg. Corporation	9,150
General Electric Company	7,900
Westinghouse Electric Company	8,035
Carleton-Mace Corp. Corporation	8,278
Albert E. Mace Co. Inc.	10,000

Three of the proposals, namely, the Worcester Electric Company, the Walker Switchboard Company and the Credit Electrical Mfg. Corporation, were irregularly presented and therefore according to law eliminated from consideration, and on recommendation of the Engineers, French & Hebard, the proposal of the General

July 1, 1927

Electric Company, the lowest bidder in accordance with the terms of the advertisement, was accepted subject to the approval of the Mayor; and the President authorized to execute the necessary contract for the performance of the work.

A communication dated June 30 was received from Mrs. Helen Storrow, presenting to the Library from Miss Elizabeth Randolph Storrow and herself, the sum of \$25,000 to be funded as a memorial to James Jackson Storrow, Senior, the income to be used for the purchase of Italian books, and it was

Voted: that the gift be accepted and funded as the "James Jackson Storrow (Harvard '57) Fund" and the income used for the purchase of Italian books as requested by the donors.

The President was requested to acknowledge receipt of the same and express the appreciation of the Trustees for the gracious gift.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service changes take effect July 1, 1927:

Increase in pay

Frank H. Chase, Reference Librarian, \$4500 to \$5000 a year
 Clyde L. Gaven, Issue Department, \$12 to \$13 per week
 Benjamin W. Reed, Oblitzone Department, \$16 to \$20 per week
 Margaret E. Sinclair, Ordering Department, \$23 to \$30 per week
 Clyde E. Hanson, Ordering Department, \$27 to \$30 per week
 Gertrude E. Radick, Ordering Department, \$25 to \$30 per week
 Herbert A. MacDonald, Registration Department, \$18 to \$20 per week
 Sarah Richmond, Andrew Square Branch, \$14 to \$16 per week
 Gertrude E. M. Saffran, Hyde Park Branch, \$27 to \$28 per week
 Clara L. Maxwell, North End Branch, \$20 to \$23 per week
 Augusta J. Perryman, Uphams Corner Branch, \$18 to \$20 per week
 Elizabeth H. McKhane, Andrew Square Branch, \$30 to \$32 per week
 Alice D. Lewis, Newport Branch, \$22 to \$24 per week
 Catherine E. Kennedy, Orient Heights Branch, \$30 to \$32 per week
 Elizabeth B. Boudreau, Orient Heights Branch, \$22 to \$24 per week
 Ellen C. McKhane, Newport Branch, \$30 to \$32 per week

Transfers and promotions

Bertie Schuelb, from Issue Department to Branch Department, with increase in pay from \$12 to \$15 per week
 Julia L. LaRocca, general assistant to the position of second assistant, West End Branch, with increase in pay from \$25 to \$27 per week
 Clara Brown, general assistant, from Uphams Corner to the West End Branch, without change in pay
 Edith R. Nickerson, librarian, from Baylston Station Branch to Rensselaer Branch, without change in pay
 Pearl B. Smart, first assistant reference librarian, Museum Branch, to the position of librarian, Baylston Station Branch, with increase in pay from \$28 to \$32 per week

Appointment to regular service

Edward J. Scallins, assistant Bates Base Reference Department, \$25 per week
 Margaret L. Hurley, apprentice Bindery, \$12 per week, as of June 28, under Civil Service certification
 William B. Gelschhor, Linotype operator, Printing Department \$42.46 per week, as of January 1, 1927 under

July 1, 1927

Civil Service Certification
Joseph J. Conway, Linotype operator, Printing Department
\$4.46 per week, as of March 7, 1927, under Civil Service Certification,

Ordered: that the following increases in pay to employees in the Engineer and Janitor Department take effect July 1: Edward H. Rehnoldt, engineer, \$45 to \$48 per week, Nils J. Meland, Garrett Tracy, George J. LeGraw, Thomas J. Murphy, Ernest J. Rousseau, engineers, \$42 to \$45 per week, each, Robert J. Brang, Edward McDonnell, Owen J. Maguire, firemen, and John J. Donovan and John J. Kenney, watchmen, \$36 to \$39 per week, each; John R. Lawrence, Carpenter, \$42 to \$45 per week, Jeremiah J. Danker, electrician, \$42 to \$45 per week, John J. Griffin, Mason, \$42 to \$45 per week, Alexander D. McFee, interior decorator, \$42 to \$45 per week, Katherine McTeath, housekeeper, \$27 to \$30 per week.

On recommendation of the Director, it was

Ordered: that the following persons be granted leave of absence on account of illness. Alice McErick, first assistant North End Branch, six weeks with full pay, M. Louise Cassidy, assistant Special Libraries, one month additional to time granted on May 2, 1927, with half-pay.

On recommendation of the Director it was

Ordered: that Gertrude E. Robson be employed as Associate Chief of the Ordering Department at a salary of \$2500 per year, to take effect September 12, 1927.

Ordered: that Bertha V. Hartzelle be employed as Supervisor of the Library Training Class, at a compensation of \$2500 for nine months' services, payable monthly, to take effect September 19, 1927.

A communication from the Chairman of the Schoolhouse Department in relation to the inscription to be placed over the Library entrance of the Memorial High School in Roxbury, was referred to the Law Department.

The Director presented proof of his annual report for the year ending December 31, 1926, which was approved and ordered printed with the report of the Trustees and Examining Committee for the same period.

Special Privilege cards were granted to the American Rolling Mills Company, Gamaliel Bradford, Robert E. Briggs, banded Wooden Mfg. Association, Charles A. Draper, Reith M. E. Hennig, Massachusetts Mutual Life Insurance Company, Schellberg Colonial Therapy, Sarah D. Shattuck, Clara A. Clark, and Albert P. Kneeland.

Voted: that the Director be authorized to grant to employees whose vacation allowance has been shortened by illness, in proof of which

July 1, 1927

a physician's certificate must be presented, an additional vacation not to exceed in any case half of the regular allowance.

Voted: that the Director be authorized to contract for such labor and repairs as may be necessary during the summer months; and if necessary, to employ extra and substitute service within the limit fixed by the salary schedule.

Voted: that in the absence of the Director, the Clerk of the Corporation is authorized to countersign checks in payment of small accounts presented by the Auditor.

Voted: that during the summer months and until the next regular meeting, any two members of the Corporation be a committee to approve lists of books and miscellaneous supplies submitted by the Director for purchase.

Voted: that during the summer months and until the next regular meeting, the President or in his absence the Vice President, and any member of the Corporation, constitute a committee to award contract for repairs and improvements, and that any member of the Corporation is authorized to execute such contracts on behalf of the same, within the budget allowance.

Voted: that the next regular meeting of the Corporation be held subject to the call of the President.

Dissolved:

Allen Jean Leary
Clerk

Friday, October 21, 1927

October 21, 1927

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier and Kirslein.

The President Mr. Connolly in the chair.

The record of the meeting of July 1, 1927 as presented, was approved.

Circular letters Nos. 35 to 41 from the Mayor's office were received and ordered placed on file.

The following communication was received and read:

October 21, 1927

City of Boston
Office of the City Clerk
City Hall, September 21, 1927

I hereby certify that

Clifton H. Drinnell
having been duly appointed to be a Trustee of the
Boston Public Library for the term ending April 30,
1930, this day appeared and was sworn as such officer.
Attest:
(Signed) W. J. Hayes
Asst. City Clerk

The Director was authorized to purchase according to a list
submitted by him and to be placed on file, miscellaneous supplies for
the Central Library and branches to the amount of \$6,382.71, for Binding
\$344.95 and for Printing Department \$373.21.

The Committee authorized on July 1, 1927 to act on behalf of the
corporation during the summer months, reported the following action taken:
Purchases authorized as follows: Miscellaneous supplies for the Central Library
and branches to the amount of \$10,333.85, for Binding \$720.09 and for
Printing Department \$172.47. Bills were allowed and ordered paid
as follows: July 31st requisition, chargeable to the general appropriation
amounting to \$24,738.94 and to trust funds income \$604.20, August
31st requisition, chargeable to the general appropriation \$19,808.99 and
to trust funds income \$1,915.21, September 30th requisition, general
appropriation \$35,456.71 and to trust funds income \$631.03. Payment
by special draft to Walter A. Wentworth Company, \$2,035.59 being
first and final payment on contract dated June 7, 1927 for reprinting exterior
facades of Central Library building; M. L. McDermott Company, on account of
contract dated June 28, 1927 for printing at branch libraries: first payment \$2,125,
second payment \$1,963.50; Frank J. Gallagher Company, \$918.45, final
payment on contract dated January 13, 1927 for alterations to basement of
Brighton Branch; Frank Kuhof Company, \$1,415.25, final payment
on contract dated April 4, 1927 for minor alterations at branches; J. W.
Montgomery Company, Inc., \$827 for repairs and additions to ventilating
apparatus, Special Libraries; Philip Greeley, \$80 for books; John Fargher's
Sons, \$5247.10, second payment on contract dated June 28, 1927 for gutters,
skylights, etc.

On August 14, 1927, proposals for the reconstruction of electric
wiring, Central Library building, were received as follows:

October 21, 1927

Federal Electric Supply Co.	\$36,997
Stearns, Perry & Smith Co.	44,600
Cardinal Electric Company	47,780
Clark & Niles Electric Company	48,142
W. D. Smith Electric Company	48,720
Anderson-Coffey Company	54,700
Lord Electric Company	65,840
Erving L. Matson	96,920

and under approval of the Mayor, August 19, 1927, contract was awarded
to the Federal Electric Supply Company in the sum of \$36,997.

Voted: that this action be approved and confirmed.

The Director reported that on October 7, 1927, date for regular
meeting of the Corporation, there being no quorum, Messrs. Connelly and
Kirskein took the following action, subject to confirmation by the Corporation
at a later date.

The Director was authorized to purchase according to a list
submitted by him and to be placed on file, miscellaneous supplies for the Central
Library and branches to the amount of \$5,422.40, for Binding \$836
and for Printing Department \$796.89.

The Clerk reported that on Wednesday, September 14, 1927, the
following proposals for rubber flooring for the children's room at the Central
Library were publicly opened and read:

William Leslie Company	\$2,188
Hedman Products Company	{ 2,368.75 on dark types
	{ 2,586.75 on light types

and after consideration, on recommendation of the Architects, Fox & Gale, the
proposal of the Hedman Products Company in the sum of \$2,368.75
was accepted, subject to the approval of the Mayor, and the President
authorized to execute the necessary contract for the same.

Special privilege cards were granted to the American Sugar
Refining Company, Aqua Rubber Company, Art Craft Engraving Company,
Jennie L. Barron, Big Brother Club W.E.B., Loan D. Black, Boston Life
Underwriters Association, Boston Lumber Barrel Planting Company, Boston
University School of Religious Education Library, Timothy J. Carey, Chandler &
Company, Elizabeth E. Corbett, C. H. Holmberg, Chauncey R. Hood,
Jackson Electric Company, James S. Jamison, Neumagraph Company, Lawton
Spinning Company, Michael J. McTiernan, F. F. Reese, Inc., Harry E.
Rouillard, Elizabeth R. Shaw, United Fruit Company.

The Clerk was directed to send to the members of the Cor-
poration for consideration, the preliminary budget estimate for 1928.

Voted: that this action be approved and confirmed.

October 21, 1927

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid, chargeable to the general appropriation amounting to \$17,398.65 and to trust funds income \$1,304.82.

Voted: that there be allowed and paid to the Federal Electric Supply Company the sum of \$3,504.98 first payment on contract dated August 17, 1927 for reconstruction of electric wiring in the Central Library building; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the general appropriation 1927.

The President presented a check for \$29.88 from William Minot, Administrator of the estate of Sarah E. Peete late of Boston, being one twenty-fourth of residue of said estate, payment in final distribution, under the twenty-fourth clause of the will; and it was

Voted: that the check be transmitted to the City Treasurer to be added to the "Sarah E. Peete Fund," and the income applied to the purchase of books for the Dorchester Branch.

The Director's report was read by him.

On recommendation of the Director it was

Ordered: that the following service changes take effect October 21, 1927: Grade increases in pay

Kenneth E. Barnes, Sales Free Centre, assistant in Newspaper Room, \$15 to \$18 per week
Walter J. Bell, apprentice, Bindery Department, \$15 to \$18 per week
Margaret J. Hurley, apprentice, Bindery Department, \$12 to \$16 per week
Pauline Egan, assistant Rosbury Branch, \$13 to \$20 per week
Florence E. O'Leary, general assistant Dedman Square Branch, \$13 to \$20 per week
Pauline A. O'Leary, general assistant Mt. Vernon Branch, \$16 to \$18 per week
Ada Askeroff, librarian Mather Branch, \$28 to \$30 per week
Ethel Kimball, assistant Mather Branch, \$22 to \$24 per week

Appointment to regular service

Isabel K. Hall, assistant in Director's office, \$20 per week
Mary S. McElman, assistant Branch Department, \$15 per week
Dorothy E. Kernochan, general assistant West End Branch, \$20 per week
Mildred E. White, general assistant West End Branch, \$20 per week
Muriel E. Cann, assistant Branch Department, \$23 per week

Promotion

Christiana P. Jordan, second assistant, from Charlestown to Memorial Branch, without change in pay.
Alice R. Koshman, assistant, from West End Branch to Boylston Station Branch with increase in pay from \$20 to \$24 per week, to take from September 6.

Ordered: that the following persons be granted leave of absence without loss of pay, on account of illness: Caroline Curtis, assistant Uphams Corner Branch, eight weeks; Florence F. Richards, assistant, Shelf Department, fifteen days.

October 21, 1927

The Director reported informally on the matter of the proposed voluntary retirement of Francis Watts Lee, Chief of the Printing Department, when he reaches the minimum retirement age under the Retirement Act. The whole matter was discussed at length, including the question of the date of retirement and the selection of a successor, after which it was referred to Mr. Carrier with power.

The Director presented a request from the Walker A. Westworth Company for an extension of time of completion of their contract dated August 3, 1927 for repointing walls of interior court, exterior rear wall, and certain other work, which was approved, and the President authorized to present the same for the approval of the Mayor.

The Director presented his budget estimate for the maintenance of the Library for the year 1928, which was considered in detail, and referred to Mr. Kirstein for approval in final form.

The following persons were appointed on the Examining Committee for 1927, and the President joined with the Committee a Chairman as required by the Ordinance: Miss Anna M. Bancroft, Mr. Jeffrey R. Brackett, Mr. Herman L. Bush, Mr. Frank W. Duxton, Mr. Sidney S. Conrad, Prof. Archibald L. Coolidge, Mr. Henry G. Cunningham, Mr. James M. Curley, Mr. Frederick H. Curtiss, Mr. Charles P. Curtis, Jr., Mr. William J. Davidson, Prof. Arthur S. Dawing, Mrs. David A. Ellis, Mr. Albert W. Finlay, Mr. Francis J. Higginson, Mr. David H. Howe, Mr. Henry Lewis Johnson, Jr., Edward L. Logan, Mr. Melville D. Living, Mr. Thomas W. McMahon, Mrs. Jane L. Mesick, Mrs. George H. Monks, Mr. Samuel Silverman, Mrs. Francis E. Slattery, Prof. H. W. Tyler, and Mrs. Barrett Wendell.

The Director presented a letter addressed to him by the Superintendent of Schools, offering library quarters in a proposed new schoolhouse in the Roslindale district; and he was directed to reply that in the opinion of the Trustees, no provision need be made in this school for library purposes.

A request from East Boston Post No. 608, U. S. Veterans of Foreign Wars for permission to use the lecture hall of the East Boston Branch for meetings of the Post, was granted on the understanding that it is temporary in its nature, and subject to recall at any time.

October 21, 1927

Special privilege cards were granted to Benjamin Barnings, Inc., Barbara H. Forbes, Olive C. Grigor, Livermore Knight Company, and Warren H. Montrose.

Dissolved:

Jesse Lee O'Leary

clerk

November 4, 1927

Friday, November 4, 1927

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Connolly, Dinnane and Kirstein.

The President Mr. Connolly in the chair.

The record of the meeting of October 21, 1927 as presented, was approved.

Circulars No. 42 and 43 from the Mayor's office were received and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$1,862.53, for Binding \$210.98 and for Printing Department \$17.50.

The President presented a check for one thousand dollars (\$1000) a gift from Mr. Louis E. Kirstein, to be added to the "Louis E. Kirstein Fund"; and it was

Voted: that the gift be accepted and added to the "Louis E. Kirstein Fund" and the income used in accordance with the terms of Mr. Kirstein's original gift of October 3, 1925.

A letter dated November 1 was received from Mr. Charles G. Keene of the Finance Committee of the City Council, informing the Trustees that he has arranged for a hearing on November 14 at 12 o'clock noon on the request of the Trustees for a special loan for structural changes in the Central Library building.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service changes take effect

November 4: Grade increases in pay

Charles J. Ellis, Branch Department, \$15 to \$16 per week
Morris Rothberg, Branch Department, \$13 to \$15 per week
Mary V. Doyle, Children's Department, \$22 to \$25 per week
Lucille M. Taylor, Children's Department, \$19 to \$20 per week
Josephine St. Madden, Charlestown Branch, \$18 to \$20 per week

November 4, 1927

Mildred E. McIsaac, Bodman Square Branch, \$18 to \$20 per week
Linn E. Elgi, Allston Branch, \$20 to \$23 per week
Dora Tedman, Mansfield Branch, \$20 to \$23 per week
Eugenia J. Seroyner, Uphams Corner Branch, \$20 to \$23 per week;

Resignation
Evelyn L. Perlman, Bates Hall Centre, to position made vacant by the resignation of Florence E. J. Sullivan, with increase in pay from \$18 to \$25 per week.

Eleanor E. O'Leary, assistant, from Bodman Square to Roxbury Crossing Branch, without present change in pay.

Appointments to regular service
Mary M. Hall, assistant Children's Department, \$20 per week
Helen J. Moran, general assistant Charlestown Branch, \$20 per week
Lillian Merz, general assistant, Bodman Square Branch, \$18 per week.

Ordered: that the salary of Frances Walter Lee be increased to \$65 per week for a period not to exceed six months from November 1, 1927.

Ordered: that Foster K. Baker be temporarily employed as assistant to the Chief of the Printing Department, at \$50 per week, beginning November 7, 1927.

On recommendation of the Director, Emma G. Dorman of the Shelf Department was granted a leave of absence of three weeks without loss of pay, on account of illness.

The Director reported that the budget estimate for the maintenance of the Library for the year 1928, approved by Mr. Kirstein, was presented to His Honor the Mayor on November 1, 1927 as follows:

A. Personal Service	\$773,644
B. Service other than personal	220,522
C. Equipment	178,290
D. Supplies	39,680
E. Materials	28,900
F. Special items	864
Total	\$1,241,900

On recommendation of the Director, it was

Ordered: that the Central Library and branches be closed on Sunday, December 20, 1927; that on December 26, 1927, the Central Library be open for inspection from 12 to 6 p.m., and the branches closed as on holidays; that on Sunday, January 1, 1928 the Central Library and branches be open for regular Sunday service, and on Monday, January 2, 1928 the Central Library be open from 12 noon to 10 o'clock p.m. for regular Sunday service, and the branches closed as on all holidays.

On motion of Mr. Abbott, Mr. Harold Murdoch was added to the Examining Committee for 1927.

November 4, 1927

On motion of Mr. Kirklin it was

Voted: that committees of the Trustees visit the branches from time to time, and the Director was requested to present at the next meeting a schedule for such visits.

Special privilege cards were granted to W. D. Gresson, Elizabeth L. Deane, Edison Electric Illuminating Company Public Relations Bureau, Empire Electric Company, Varian M. Fry, Newark Refining Company, Kenneth W. Porter, Lloyd L. Rollins, Vaham Iskhjain, and to members of the Examining Committee.

Dissolved:

Wille Jan Veen
Clock

November 25, 1927

Friday, November 25, 1927

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Connolly, Currier and Kirklin.

The President Messrs Connolly in the chair.

The record of the meeting of November 4, 1927 as presented, was approved.

Circulars No. 44 and 45 from the Mayor's office were received and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$489.97, for Binding \$37.05 and for Printing Department \$45.52.

The Director reported that since the last meeting of the Corporation on November 4, 1927, the following action had been taken subject to confirmation at a later date:

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$3,233.35, for Binding \$452.12 and for Printing Department \$9.13; bills in the November 25th requisition approved by the Director and certified by the Auditor to be correct were allowed and ordered paid: chargeable to the general appropriation amounting to \$23,485 and to trust funds income \$1,434.11; for books, payable by draft on funds on deposit in London amounting in the aggregate to \$2,310; and by

November 25, 1927

Special draft in favor of John C. Farquhar's Sons, Inc. in the sum of \$3,437.59 being third payment on contract dated June 28, 1927 for gutters, skylights, etc.; and it was

Voted: that this action be approved and confirmed.

Voted: that there be allowed and paid to the Federal Electric Supply Company the sum of \$2,319.67 being the second payment on contract dated August 17, 1927 for reconstruction of electric wiring in the Central Library building; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the general appropriation 1927.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service charges take effect

November 25: Grade increases in pay

Frances Maley, general assistant Memorial Branch \$20 to \$23 per week
Elizabeth M. Kernachan, first assistant Mt. Bowdon Branch
\$25 to \$26 per week

Promotion

Russie E. Fisher, general assistant Idsworth Attenuation Branch to the position of first assistant, with increase in pay from \$23 to \$26 per week

Transfer

Dorcas A. Dean, children's librarian, from the North End to the Jamaica Plain Branch, without change in pay

Appointment to regular service

Bridia J. O'Connell, assistant, Issues Department, \$12 per week
Ellie J. Partridge, assistant, Issues Department, \$15 per week

On recommendation of the Director, the order of November 4, 1927 in relation to the closing of the Library on Christmas and New Year's holidays was rescinded, such provision being included in the printed Rules and Regulations of the Library.

Communications were received from numerous residents and societies in the Allston district, calling attention to the present unsatisfactory and inadequate library facilities at the Allston Branch and asking if they cannot be improved; and the Director was requested to reply that while the Trustees recognize the desirability of such improvements and would be glad to make them, they regret that the funds available for such purpose are entirely inadequate not only for the branch libraries but for other departments of the system.

The Director presented a report and recommendation from French & Hubbard, Engineers, dated November 1, on the matter of installing in the Central Library building a connection with the present

November 25, 1927 electric switchboard to lines of the Edison Electric Illuminating Company, at an estimated cost of \$4000; and on motion of Mr. Currier, it was

Voted: that the matter of additions to the contracts with the General Electric Company dated August 11, 1927, and the Federal Electric Supply Company dated August 17, 1927, covering the recommendation set forth in this report, be referred to Mr. Abbott with powers.

The Director reported informally on the matter of new lighting fixtures for the stacks, which French & Hubbard recommend be installed simultaneously with the new wiring as a matter of economy; and on certain changes in the wiring of the Lecture Hall for the operation of the Stereopticon.

Special privilege cards were granted to Clara Gurness, Foster, Willis Company, Granier & Hayward Company, Allen Hall Company, Brighton Dutton Company, Howard J. Lewis, Kwang-Ti Mei, Edith J. Verley, Josephine L. Rathbone, Jane B. Sagerdorff, Wolcott & Holcomb, Inc., Young People's Christian Union of the Congregational Church, and the Union Gas Machine Company.

On motion of Mr. Currier, Mr. Percival Merrill was added to the Examining Committee for 1927.

Dissolved:

Alexander Dean
Clerk

December 9, 1927

Friday, December 9, 1927

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Connolly & Kirstein.

The President Messrs. Connolly in the chair.

The record of the meeting of November 25, 1927 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$3,724.08, for Bindery \$411.65 and for Printing Department \$601.96.

On recommendation of the Director, it was

Voted: that there be allowed and paid to Walter A. Wentworth Company the sum of \$3,277.50, being second and final payment on contract dated August 3, 1927 for repointing walls of court, exterior rear wall

and other work, Central Library building, no amount be withheld under Chapter 369 of the Acts of 1904, as the interests of the City are sufficiently protected.

Voted: that on the contract of the Walter A. Wentworth Company dated August 3, 1927 for repointing walls of court, exterior rear wall and other work, Central Library building, no amount be withheld under Chapter 369 of the Acts of 1904, as the interests of the City are sufficiently protected.

On recommendation of the Director, the following change in the contract with the Skansen Products Company dated October 27, 1927 for floor covering for the Children's Room, was approved; and the President authorized to sign the necessary order for the same: Item omitted. Allowance under Section 5, Article A-6 of the specifications, \$32.00.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service changes take effect December 9.

Increases in pay
Kate A. Hughes, Executive Department, \$25 to \$27 per week
Laura R. Gibbs, Sales & Reference, \$33 to \$35 per week
Edward J. McGuire, Sales & Reference, \$25 to \$27 per week
Katherine G. Sullivan, Sales & Reference, \$24 to \$25 per week
William J. Ennis, Patent Division, \$34 to \$35 per week
William C. Maier, Ordering Department, \$34 to \$40 per week
Lora A. Ennis, Issue Department, \$24 to \$28 per week
Mary M. McDonough, Issue Department, \$23 to \$24 per week
Francis J. Hennigan, Periodical Room, \$37 to \$40 per week
Mary E. Melodney, Registration Department, \$29 to \$32 per week
Edith A. von Schuppe, Registration Department, \$21 to \$23 per week
George S. Maynard, Special Libraries, \$12 to \$14.50 per week
Richard G. Appel, Special Libraries, \$35 to \$37 per week
Mildred R. Bradbury, Special Libraries, \$32 to \$35 per week
Loraine A. Sullivan, Special Libraries, \$32 to \$35 per week
Thomas J. Manning, Special Libraries, \$22 to \$25 per week
John H. Pearson, Information Office, \$37 to \$40 per week
Mary E. Trim, Information Office, \$30 to \$32 per week
Margaret C. Clappan, Information Office, \$23 to \$25 per week
Morris J. Rosenberg, Statistical Department, \$33 to \$34 per week
Sarah M. Asher, Branch Department, \$30 to \$33 per week
Jean B. Jay, Branch Department, \$27 to \$29 per week
John J. Marley, Branch Department, \$16 to \$20 per week
Margaret J. Horsthoff, Bindery, \$25 to \$27 per week
Joseph J. Conway, Printing Department, \$42.46 to \$44 per week
William B. Gallagher, Printing Department, \$42.46 to \$44 per week
Mary J. M. Boyle, Printing Department, \$38.13 to \$39.50 per week
Sara A. Lyon, Hyde Park Branch, \$20 to \$23 per week.

Ordered: that Margaret G. Davis be transferred from the Registration Department to the North End Branch, without change in pay; and that Adele L. Sauer be transferred from the Issue Department to the Registration Department with increase in pay from \$13 to \$15 per week, beginning November 25.

Ordered: that the following persons be appointed to the regular service December 9: Mildred E. Weiskers, general assistant Mattapan Branch, \$16 per week, Elizabeth M. Gordon, general assistant Uphams Corner Branch, \$18 per week, and Pauline A. Walker, general assistant West Roxbury Branch, \$18 per week.

Ordered: that an increase of five cents per hour be

December 7, 1927

be granted to employees in the Sunday Evening Service of the Library, beginning January 1, 1928.

On recommendation of the Director, Annie L. McKim, assistant at the North End Branch, was granted a leave of absence of two months without loss of pay; on account of illness.

A request from the employees of the Library for permission to use the Library on Monday, January 2, 1928 from 6 to 12 o'clock p.m. for the purpose of an annual party, was granted.

Mr. Abbott reported informally on his recent inspection of certain of the branch libraries, and on his recommendation the Director was authorized to arrange for a lease of an additional room for the enlargement of the quarters occupied by the Boylston Branch.

The Director submitted a report and recommendation from Fox & Gale on the work of examination, replacement and renovation of a part of the condensation roof of the Central Library building; and he was authorized to contract with John Fitzgerald's Sons, Inc. for the performance of the work outlined in this report, at a cost not to exceed \$950.

Special privilege cards were granted to Ralph B. Bryan, the Boston Consolidated Gas Company, Howard B. Gill, O. L. Lorentzen Company, Massey Rubber Company, John A. Reardon, Jr., and Lydia L. Walker.

Dissolved:

Della Jean Deery
Clerk

December 23, 1927

Friday, December 23, 1927

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Connolly, Currier, Dwinell and Kirslein
The President Messrs. Connolly in the chair.

The record of the meeting of December 9, 1927 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$4,043.03, for Binding \$97.04 and for Printing Department \$88.90.

The Director reported that since the last meeting of the Corporation on December 9, 1927, the following bills had been approved

December 23, 1927

for payment by the President: chargeable to the general appropriation amounting to \$37,003.26, and to trust funds income \$5,801.68. Also special drafts: in favor of the Medman Products Company in the sum of \$1939.49 for rubber flooring for the Children's Room under contract dated October 29, 1927; and the Federal Electric Supply Company in the sum of \$1744.44, third payment on contract dated August 19, 1927 for reconstruction of wiring, Central Library building.

Voted: that this action be approved and confirmed.

The Director's report was read by him.

On recommendation of the Director it was

Ordered: that the following service charges take effect at the dates named:

Increases in pay
Harry W. Matthews, Dates Hall Reference
\$35 to \$38 per week, December 9
James J. Kelley, Engineer & Janitor Department
\$30 to \$33 per week
Edith Guerrier, Supervisor of Branches
\$3500 to \$3700 per year
Charles G. Gillis, Branch Department
\$16 to \$18 per week, December 23.

Ordered: that Esther Chapman be transferred from the Registration Department to Dates Hall Reference Department, without change in pay.

Ordered: that the following persons be appointed to the regular service: Richard J. O'Brien, steamfitter, Engineer & Janitor Department, \$35 per week, December 16; under Civil Service certification; and Russell A. Scully, assistant Shelf Department, \$18 per week, December 23.

On recommendation of the Director, also, it was

Ordered: that the following increases in pay take effect
December 23:

Della Jean Deery, Executive Secretary to the Director, \$2000 to \$2330 per year: in addition to amount received as Clerk of the Corporation
Julian Haraszi, Editor, \$2500 to \$3000 per year
Alice M. Jordan, Supervisor of Work with Children
\$2600 to \$3000 per year
Theodora E. Macurdy, Chief of Ordering Department
\$2860 to \$3360 per year
Samuel A. Chocler, Chief of Catalogue and Shelf Department, \$3120 to \$3500 per year.

A communication dated December 22 was received from French & Hubbard, submitting with their approval a form of agreement with the Edison Electric Illuminating Company for electric service in the Central Library building of sufficient capacity to operate all lights and motors in case of accident to the Library's present

December 23, 1927

generating plant; and on motion of Mr. Abbott, it was

Voted: that this agreement be approved, and the President authorized to sign the same.

The Director was authorized to secure a lease of the proposed enlarged quarters for the occupancy of the Bayside Branch at 160 Lancaster Street, Jamaica Plain, at an annual rental of \$1380, beginning January 1, 1928.

Special privilege cards were granted to the Associated Factory Mutual Fire Insurance Company, Mabel F. Fairbridge, Howard Engraving Company, Walter G. Bell, Robert W. Kelso, H. J. Odell Company, Madeline N. Parsons, Ruffi & Swanson, Rev. John F. Regan, and Barton Whitman.

Dissolved.

Ellen Jean Deery

clerk

January 6, 1928

Friday, January 6, 1928

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Connolly and Kirstein.

The President Messr. Connolly in the chair.

The record of the meeting of December 23, 1927 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$2,443.77, for Binding \$171.25 and for Printing Department \$347.46.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation 1927, amounting to \$12,509.23.

The Director's report was read by him.

On motion of Mr. Kirstein, it was

Voted: that the Director be requested to prepare and present at the next meeting, a statement showing salaries paid to regular Library employees from 1914 to 1927 inclusive.

The following communications from the Superintendent of Schools were received and read: an offer to release for Library use a parcel of land in the Germantown district originally intended for schoolhouse purposes, and the Director was requested to reply that not only do the

January 6, 1928

Trustees consider the location unsuitable, but they have no funds for the erection of a building. Also, an offer of quarters in a proposed new schoolhouse in the Prussia district, and the Director was requested to reply that under certain conditions, outlined by him, the Trustees would be glad to have such library facilities provided.

A communication from the Edison Electric Illuminating Company in relation to restricted use of Edison current at certain hours of the day, was read and ordered placed on file.

The Director reported that he had ordered by cable, twenty items of rare Americana from the catalogue of Henry Stearns Son & Stiles of London, at a cost of £286, chargeable to trust funds income.

On motion of Mr. Kirstein, it was

Voted: that at the next meeting, the Trustees take some definite action in the matter of the Benton Bequest; and the Director was requested to prepare and present as complete a statement as possible of the present status of the case.

Special privilege cards were granted to Frances J. Callahan, Dorchester Jewish Welfare Centre, Clara L. Lipmann, Walcott Company, and Franklin P. Johnson.

Dissolved.

Ellen Jean Deery

clerk

Friday, January 27, 1928

January 27, 1928

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Connolly, Currier and Kirstein.

The President Messr. Connolly in the chair.

The record of the meeting of January 6, 1928 as presented, was approved.

The Director reported that since the last meeting of the Corporation on January 6, 1928, the following purchases were authorized: miscellaneous supplies for the Central Library and branches to the amount of \$1,945.69 and for Binding \$515.23. Bills were allowed and ordered paid as follows: December 31, 1927 supplementary draft, chargeable to the general appropriation amounting to \$1,589.58; and January 31, 1928 draft, general appropriation amounting to \$7,287.08 and to trust funds income.

January 27, 1928

\$838.97. Also payment by special draft in favor of the Stedman Products Company in the sum of \$342.26, final payment on contract dated October 27, 1927 for flooring in the Children's Room; to the General Electric Company in the sum of \$5,751.10 on account of contract dated August 11, 1927 for the construction and erection of an electric switchboard; and to the Federal Electric Supply Company in the sum of \$3,108.58 on account of contract dated August 19, 1927 for the reconstruction of electric wiring at the Central Library building.

Voted: that this action be approved and confirmed.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,772.26, for Binding \$597.46 and for Printing Department \$141.13.

The following order from the City Council was received and read,

"City of Boston, In City Council

"Ordered: That the Trustees of the Boston Public Library be requested, through His Honor the Mayor, to submit to the City Council an estimate of cost of a site and building for a branch library in Ward 21, Brighton.

"In City Council January 16, 1928. Passed.

"Attest: (signed) W. J. Doyle

"Asst. City Clerk.

The Director was requested to reply that in the opinion of the Trustees a suitable library building for the location named would cost from \$50,000 to \$200,000 depending on the specifications for the building and the price of the land.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following increases in pay, in addition to amounts allowed on account of extra and long service, be granted because of long service and devotion to the interests of the Library, to take effect January 2, 1928:

Frank E. Blaisdell, Chief of Losses Department, \$140 to \$150 per week
 Percy E. Buckley, Custodian Baker Hall Centre Desk, Patent and Newspaper Room, \$145 to \$150 per week
 Agnes E. Joyce, assistant in charge Genealogical Division Baker Hall Reference Department \$140 to \$142 per week
 William J. Mulloney, first assistant Baker Hall Centre Desk, \$135 to \$137 per week.

Ordered: that the following service changes take effect January 27, 1928:

January 27, 1928

Grade increases in pay

Christiana P. Jordan, second assistant Memorial Branch
 \$26 to \$27 per week
 Beatrice J. Salerge, second assistant Hyde Park Branch
 \$24 to \$26 per week
 Louise Lento, general assistant East Boston Branch
 \$18 to \$20 per week
 Eleanor E. O'Leary, assistant Rabbey Crossing Branch
 \$20 to \$22 per week
 Sarah Nickman, assistant Andrew Square Branch
 \$16 to \$18 per week
 Harry W. Fryer, Engineer Junior Department, junior-laborer
 \$30 to \$33 per week

Promotion

Eugenia J. Scrogner, general assistant Upland Corner Branch to the position of children's librarian, with increase in pay from \$23 to \$25 per week.

Employ in regular service

Ellen C. Peterson, general assistant Dorchester Branch, \$18 per week.

and under Civil Service certification

Mary E. Marks, as of November 2, and Julia C. McLaughlin and Nellie E. Smith, as of November 15, cleaners, Central Library \$18 per week, each; and Michael Sullivan, junior-laborer Central Library, \$30 per week as of January 9.

Ordered: that George S. Maynard, first assistant Special Libraries Department, be appointed Acting Chief of the Department at \$60 per week while holding this position, beginning January 27, 1928.

On motion of Mr. Currier, the Director was requested to prepare and present for consideration at a later period, a reclassification of the graded service of the Library, with the requisite qualifications for each position with minimum and maximum salary.

A letter from the Superintendent of Schools dated January 20, regretting inability to provide quarters for library purposes in the proposed new school building in the Prince District, was read and ordered placed on file.

A letter dated January 10 was received from the Rev. William A. Mother of the Presbyterian Church of the Covenant of Cincinnati, requesting permission to use certain figures in the Sargent Freeze of the Prophets for stained glass windows, with some modification of drapery and coloring; and the Director was requested to reply that it was Mr. Sargent's expressed wish that his pictures should in no way be altered in reproduction.

The following communications were received from French Hubbard, under date of January 20, in relation to the completion of the sprinkler system in the Central Library building, which was referred to the Director to have specifications prepared; and under date of January 24, a recommendation and estimate of cost of \$5000 for installing new

January 27, 1928

Holophane lighting fixtures in the stacks of the Central Library building, which was approved and referred to the Director to have the necessary contract prepared, together with a letter to His Honor the Mayor stating the reasons for the selection of this particular fixture, and a request for permission to contract for the same without advertising.

The Director presented a letter addressed to him by the Art Commission asking if the Trustees will accept for the Library two portraits, - Martin Bales, a city councillor in 1822-23, and his wife Sarah S. Bales, good works of art which have been offered to the City, and it was

Voted, that these portraits be accepted.

In accordance with the vote of January 6, the Director presented a statement of the present status of the Denton Bequest, prepared by the Law Department of the City.

The Director presented the resignation of Theodor E. McQuay, Chief of the Ordering Department, and of Gertrude E. Robson, Associate Chief of the same Department.

Special privilege cards were granted to Benjamin J. Atterton, Edna Blanchard, Boston Society of Natural History, Edward J. Countie, Ford Hall Forum, Charles F. Haven, Clarence E. Kobuski, and the Power Equipment Company.

Dissolved:

Tella Jean O'Leary
Clerk

February 10, 1928

Friday, February 10, 1928

The regular fortnightly meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Connolly and Currier.

The President Messrs. Connolly in the chair.

The record of the meeting of January 27, 1928 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,949.18, for Bindery \$113.65 and for Printing Department \$24.75.

The following bills chargeable to the general appropriation amounting to \$1465.80 having been approved by the Director and

February 10, 1928

certified by the Auditor to be correct, were allowed and ordered paid.

The Director's report was read by him.

On recommendation of the Director, James J. Tolley of the Engineer & Janitor Department was granted an absence of twenty days without loss of pay, on account of illness.

On recommendation of the Director, Francis Walth Lee, Chief of the Printing Department was authorized to go to New York to consult with the engineers of the Mergenthaler Linotype Company in the matter of reconditioning the Library's Model 24 Linotype now in their factory.

The President presented a letter addressed to him by the Rev. Andrew J. Underhill dated January 30, in relation to the Library's refusal to accept for circulation his book for children entitled "Gooshy Goggles" recently offered as a gift; and after consideration, on motion of Mr. Currier, it was

Voted: that the book be accepted and catalogued and placed in the Children's Department.

The Director presented a communication from Senator Bilodeau, forwarded through His Honor the Mayor, requesting inquiry as to the necessity and advisability of establishing a branch of the Library in the vicinity of Blue Hill Avenue and Morton Street; and on motion of Mr. Currier, it was

Voted: that His Honor be informed that the Trustees are of the opinion that other locations of the City are in greater need of library facilities; but that the Trustees would be glad at any time to take up with the Library Committee of the City Council the whole question of branches: their proper location to serve the greatest need, and also the necessity of additional appropriation for their operation.

The Director presented a communication from Fox & Gale in relation to various matters of repair and reconstruction work which require immediate attention; and after consideration, on motion of Mr. Currier, it was

Voted: that J. P. Worcester Company be employed in the discretion of the Director, to investigate the strength of certain columns and floor construction preliminary to the proposed reconstruction of the Special Libraries' floor; also, that Fox & Gale

February 10, 1928

be authorized to proceed with the work of replacement of certain portions of the condensation roof, without advertising for bids; but that the work of replacement of the ridge cresting be open to public competition.

Voted: that the Law Department be requested to take such action as may be necessary, in re the application of the Trustees for the income from the Josiah H. Benton bequest under the 11th and 12th clauses of his will.

Special privilege cards were granted to Elipheth Higgins Sullivan and to the Kenyon Company.

Dissolved:

Willa Jean Sears
Clerk

February 24, 1928

Friday, February 24, 1928

A regular meeting of the corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Connolly, Currier and Kirstein.

The President Mr. Connolly in the chair.

The record of the meeting of February 10, 1928 as presented, was approved.

Mr. Arthur D. Clarke, trustee under the will of the late Josiah H. Benton, appeared before the Trustees and Assistant Corporation Counsel Joseph P. Lyons, and stated that he would soon be in a position to turn over the securities which he holds under the Benton will; and the Trustees stated that they would be glad to have those securities turned over to the City Treasurer as soon as practicable.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$1848.48, for Binding \$1069.17 and for Printing Department \$33.55.

The Director reported that since the last meeting of the Corporation on February 10, 1928, bills in the February 29th draft had been approved and ordered paid, as follows: charges to the general appropriation amounting to \$23,594.25 and to trust funds income \$2,298.74; also, a special draft in favor of the Federal Electric Supply Company in the sum of \$4,786.22 being the

February 24, 1928

fifth payment on contract dated August 19, 1927 for reconstruction of electric wiring.

Voted: that this action be approved and confirmed.

The Director's report was read by him.

On recommendation of the Director it was

Ordered: that Louis J. Rault be appointed Chief of the Ordering Department at a salary of \$3000 a year, to take effect as soon as his release from his present position can be secured.

Ordered: that Helen G. Cushing, assistant, be promoted to the position of Associate-Chief of the Ordering Department with increase in pay from \$35 to \$45 per week; William C. Maier, to the position of first assistant with increase in pay from \$40 to \$42 per week; Christine Hayes, to the position of second assistant with increase in pay from \$31 to \$35 per week; and Margaret J. Collins, assistant, increase in pay from \$30 to \$32 per week, to take effect March 1.

Ordered: that the following service changes take effect February 24: Grade increases in pay

Minerva L. Elliott, Music Division Special Libraries, \$26 to \$28 per week
Alice L. Kerman, assistant Special Libraries, \$25 to \$26 per week
Henry A. Tacey, apprentice, Binding Department, \$20 to \$25 per week
Lillian M. Bulger, general assistant North Boston Branch, \$20 to \$22 per week
E. Aetha Green, general assistant East Boston Branch, \$20 to \$22 per week
Mary A. Hackett, general assistant North Boston Branch, \$20 to \$22 per week
Marion R. Herry, second assistant East Boston Branch, \$25 to \$27 per week
Mary A. C. Kegan, general assistant East Boston Branch, \$20 to \$22 per week
Katherine W. Plummer, general assistant West End Branch, \$20 to \$22 per week
Mildred E. White, general assistant West End Branch, \$20 to \$22 per week

Transfers to fill vacancies

Pauline Cohen, from the Roxbury Crossing Branch to the position of general assistant Uphams Corner Branch, without change in pay
Marjorie A. Okenauer, from the Lower Mills Branch to the position of second assistant Charlestown Branch, with increase in pay from \$22 to \$25 per week

Appointment to regular service

Helen P. McLaughlin, assistant Registration Department
\$16 per week

On motion of Mr. Kirstein, it was

Voted: that the sincerest sympathy of the Board of Trustees be extended to Mr. Dimmell in his prolonged illness, and their earnest hope for his speedy recovery.

On recommendation of French & Hubbard, Engineers, the following changes in contracts under their charge were approved:

General Electric Company, contract dated August 11, 1927

February 24, 1928

for electric switchboard apparatus, deduction of
 \$278 for omission of switchboard panel;
 Federal Electric Supply Company, contract dated
 August 19, 1927 for reconstruction of electric wiring.
 Additional wiring between main switchboard and
 Edison service board and motor generator \$808.65
 Additional wiring for outlets for new tables
 in Bates Hall 120.00
 Change in switch control of outlets in catalogue
 section of Bates Hall 247.00
 Furnish and install Holophane lighting
 fixtures for book stacks 4935.00
 Changes and additions in wiring for Lecture
 Hall, manuscript room and projection room 2270.00
 Total addition \$8380.65

Letters dated February 15 and 21 from French & Hubbard
 in relation to the matter of installing sprinkler apparatus in
 the Printing and Binding Departments of the Library, were received
 and considered; and the omission of the sprinklers and substitution
 of a thermostatic device with electric alarm operating under certain
 conditions as outlined by them, was approved for these departments.

Special Privilege cards were granted to May Allen, Ireland
 Cosimini, Bennett & Goddard, Elana H. Donaldson, Eaton & Howard,
 James H. Ritchie, Lucy D. Tuckerman, and Timber-Merling.

Voted: that until the next regular meeting of the Corporation,
 the Director is authorized to contract for such labor and repairs as may
 be required; and if necessary, to employ extra and substitute
 service within the limit fixed by the salary schedule.

Voted: that until the next regular meeting, any two
 members of the Corporation be a committee to approve lists of books
 and miscellaneous supplies submitted by the Director for purchase.

Voted: that until the next regular meeting, the President
 or in his absence the Vice President, and any member of the Corporation
 constitute a committee to award contracts for repairs and improvements,
 and that any member of the Corporation is authorized to execute such
 contracts on behalf of the same, within the budget allowances.

Dissolved:

Attest: *John J. Seery*
 Clerk

Monday, May 8, 1928

May 8, 1928

Date for annual meeting of the Corporation.

Postponed by order of the President until the next
 regular meeting of the Corporation.

Attest: *John J. Seery*

Clerk

Friday, June 22, 1928

June 22, 1928

A regular meeting of the Corporation was held in
 the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Connolly, Currier and
 Wiskeim.

The President Mr. Connolly in the chair.

The record of the meeting of February 24, 1928 as
 presented, was approved.

The following communication was received and ordered
 placed on file.

City of Boston, In City Council

"Ordered that the sum of two hundred fifty thousand
 dollars (\$250,000) be and the same is hereby appropriated
 "to be expended by the Trustees of the Public Library for the
 "Central Library Building, fireproofing, improvements, etc.,
 "and that to meet said appropriation the City Treasurer
 "be authorized to issue, from time to time, on the request
 "of the Mayor, bonds or certificates of indebtedness of the
 "city to said amount.

"In City Council November 28, 1927. Read once and
 passed - yeas twenty, nays none.

"In City Council December 12, 1927. Read a second time
 and again passed - yeas sixteen, nays none.

"Approved by the Mayor December 15, 1927, he certifying
 on the original order that the foregoing loan order
 is not, in his opinion, to meet a current expense.

"Attest:

(Signed) W. J. Doyle
 Asst. City Clerk.

Circulars No. 46-50 from the Mayor's office were read and
 ordered placed on file.

The Director was authorized to purchase according to a list
 submitted by him and to be placed on file, miscellaneous supplies
 for the Central Library and branches to the amount of \$1,997.32,

June 22, 1928

for Bindery, \$246.77, and Special appropriation for Central Library Building, fireproofing, improvements, etc. \$40.

The Director reported that under authority of the Trustees at the meeting of February 24, 1928 the following action had been taken since that date: Purchases authorized: miscellaneous supplies for Central Library and Branches to the amount of \$43,648.06, Bindery \$1,735.65, and Printing Department \$1,346.39, and to special appropriation \$100. Bills allowed and ordered paid: March 31st requisition, chargeable to the general appropriation amounting to \$32,966.07 and to trust funds income \$2,473.47; April 30th requisition, general appropriation \$24,934.57 and to trust funds income \$568.95; May 31st requisition, general appropriation \$22,507.61, special appropriation \$2,170 and trust funds income \$1,134.20; June 30th requisition, general appropriation \$30,148.35, special appropriation \$4,387.38, and to trust funds income \$739.91. Special Drafts: in favor of the Federal Electric Supply Company amounting to \$15,439.95, being the 6th, 7th, 8th and 9th payments on contract dated August 19, 1927 for reconstruction of electric wiring; the General Electric Company in the sum of \$1,727.20 on account of contract dated August 11, 1927 for electric switchboard apparatus; John Farquhar's Sons, Inc. in the sum of \$900.06 on account of contract dated March 19, 1928 for renovation of condensation roof; and to the City Treasurer \$648.21 chargeable to the general appropriation and \$5,740.42 chargeable to trust funds income, the equivalent in American currency for foreign drafts to cover payment on foreign bills for books, sent to the City Auditor on May 8, 1928.

Contracts: On March 14, proposals for fire protection system in the Central Library building were received as follows:

Rhode Island Supply & Sprinkler Co.	\$5,067
Grinnell Company, Inc.	5,161
Providence Pipe & Sprinkler Co.	5,630
The Merrill Company	5,700
Rockwood Sprinkler Company	6,958

and under approval of the Mayor, contract was awarded to the Rhode Island Supply & Sprinkler Company for the sum of \$5,067, to be charged to the special appropriation.

On March 19, a contract was executed with John Farquhar's Sons, Inc. awarded without competition under approval of the Mayor, for the renovation of portions of the condensation roof of the Central Library building, the scope of the work to be limited in cost to \$10,000.

June 22, 1928

On May 2, proposals for the renovation of ridge cresting and certain other work at the Central Library building were received as follows:

J. C. Brooks Company,	\$ 6,466
John Farquhar's Sons, Inc.	7,285

and under approval of the Mayor, contract was awarded to the J. C. Brooks Company for the sum of \$6,466.

On May 17, proposals for alterations of manuscript room and certain other work at the Central Library building were received as follows:

Miller Architectural Iron Works	\$ 3,975
George W. Nicoll Company, Inc.	4,402
McLean Company	4,421
Walter A. Wentworth Company	4,530
E. C. Temple Company	4,577
D. F. M. Construction Company	4,800
A. Rosewarne	5,000
D. E. McIntire, Inc.	5,782
E. H. Construction Company	5,748
John Bowen Company, Inc.	6,175
Walter E. MacEachern	7,549

and under approval of the Mayor, contract was awarded to the George W. Nicoll Company, Inc. for the sum of \$4,402.

Voted: that this action be approved and confirmed.

On recommendation of the Director it was

Voted: that there be allowed and paid to Morgan, Gruffell Company of London, the sum of \$10,000 the same to be placed to the credit of the Trustees of the Public Library of the City of Boston for the purchase of books; and that the President or Vice President sign a request on the City Auditor for a special draft in favor of said payment; said amount to be charged to trust funds income.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service changes take effect

at the dates named: Grade increases in pay:

Bridie E. O'Connell, Issue Department, \$12 to \$13 per week, April 27.

June 1: Lillian E. Conway, Auditor's Office, \$22 to \$25 per week
 Sarah M. English, Auditor's Office, \$23 to \$25 per week
 Maurice E. Gann, Branch Department, \$23 to \$25 per week
 Russell A. Gentry, Shop Department, \$18 to \$21 per week
 Walter J. Cahill, apprentice, Bindery, \$18 to \$21 per week
 Margaret J. Hanley, apprentice, Bindery, \$15 to \$19.25 per week
 Dorothy A. MacLaughlin, Providence Branch, \$24 to \$25 per week
 Anna E. Gipe, North End Branch, \$20 to \$23 per week
 Allen E. Jefferson, Dorchester Branch, \$18 to \$20 per week
 Annie Keig, South Boston Branch, \$26 to \$27 per week
 Mary E. Riley, West End Branch, \$23 to \$25 per week;

June 22, 1928

Promotions and transfers

Helen P. Altschuler, general assistant, Tyler Street Branch to West End Branch, \$24 to \$25 per week
 Dora Feldman, general assistant Memorial Branch, to position of children's librarian, \$23 to \$25 per week
 Elizabeth M. Gordon, general assistant Uphams Corner Branch, to Jamaica Plain Branch, \$18 to \$20 per week
 Ruth Maria Hayes, general assistant Codman Square Branch, to position of children's librarian, \$23 to \$25 per week
 Lillian E. Lila, general assistant Fenmore Museum Branch, to position of children's librarian, \$23 to \$25 per week
 Marjorie MacIntyre, second assistant West Roxbury Branch, to position of children's librarian, without change in pay
 Helen J. Moran, general assistant Charlestown Branch, to Brighton Branch, \$20 to \$22 per week
 Alice P. Bennett, second assistant Jamaica Plain Branch, to position of first assistant, \$26 to \$28 per week
 Katherine W. Pomeroy, general assistant West End Branch, to position of children's librarian, \$22 to \$25 per week

Transfers without change in pay

Margaret G. Burns, general assistant, North End Branch to Roxbury Crossing
 Mary L. Dennison, general assistant, Mt. Bowdoin to Charlestown Branch
 Sarah L. Evans, general assistant, Brighton Branch to North End Branch
 Gertrude H. Midden, general assistant, Charlestown Branch to Jamaica Plain Branch

Appointment to regular service service, June 1

Eric J. Dine, Issue Department, \$13 per week
 Selma Sengier, assistant Information Office, \$20 per week
 Dorothy P. Shaw, assistant Periodical Room, \$23 per week
 Charlotte L. Danc, gen. assistant, Mt. Bowdoin Branch, \$20 per week
 Lillian Export, gen. assistant West End Branch, \$20 per week
 Harriet A. White, gen. assistant Dorchester Branch, \$20 per week

Cases, under Civil Service Certification

James W. Kinsella, electrician, Eng. Jan. Dept. \$40 per week, Feb. 24
 William M. Gault, carpenter, Eng. Jan. Dept. \$40 per week, March 8
 Anastasia Burke, cleaner, Eng. Jan. Dept. \$18 per week, May 5
 Ellen L. Coppe, cleaner, Eng. Jan. Dept. \$18 per week, May 5

Ordered: that the Fenmore Branch be re-graded from a "D" to a "C" Branch, and increase in the pay of assistants allowed, as follows: Gertrude L. Connelley, librarian, \$30 to \$32 per week; Florence B. Darling, assistant, \$22 to \$24 per week.

The request of Theodore B. Soap, librarian of the Mt. Bowdoin Branch for a leave of absence of one year, without pay, September 1, 1928 to September 1, 1929, was granted; and

Ordered: that Lois Clarke, librarian of the Tyler Street Branch be temporarily appointed to the position of librarian of the Mt. Bowdoin Branch at a salary of \$40 per week, beginning September 1, 1928.

On his recommendation, the Director was authorized to employ an additional night watchman, at \$27 per week.

On recommendation of the Director, the following persons were granted leave of absence without loss of pay: on account of illness: Anna M. Brennan, Branch Department, two months; Ida G. Donney, Branch

June 22, 1928

Department, two weeks; Harriet V. Mullory, Ordering Department, two weeks; Mary C. Sheridan, Issue Department, two weeks; John L. McKally, Engineer Janitor Department, eleven days; Bridget J. Day, Engineer Janitor Department, three weeks.

Voted, that the Director be authorized to grant to employees whose vacation allowance has been shortened by illness, in proof of which a physician's certificate must be presented, an additional vacation, not to exceed in any case half of the regular allowance.

The Director presented for consideration the case of Ida Gertrude Donney, an assistant in the Branch Department who is in poor health and wishes to retire under the ^{Provisions of} Retirement Act, but who was absent on leave when the Retirement Act was passed. After consideration, on motion of Mr. Currier, it was

Voted: that for the purpose of correcting the record so that it may be consistent with the facts, and for the purpose of enabling Ida Gertrude Donney to come under the provisions of the Retirement Act, the vote of December 1, 1922 reading as follows: "The request of Ida G. Donney, assistant at the Uphams Corner Branch for a leave of absence of six months without pay, was granted, on the understanding that her present position cannot be held for her, but that when her leave expires she will be assigned to any unoccupied position that she is qualified to fill," is hereby amended to read "The request of Ida G. Donney, assistant at the Uphams Corner Branch, for an indefinite leave of absence without pay, was granted, on the understanding that her present position cannot be held for her, but that when her leave expires she will be assigned to any unoccupied position that she is qualified to fill."

The Director presented the following communication addressed to him by the Law Department:

City of Boston, Law Department
 March 30, 1928

Charles J. D. Belden, Esq.
 Director, Boston Public Library
 Boston, Mass.

Dear Sir:

As suggested in my telephone communication a few days ago, I am enclosing copy of the decision in the case of the Trustees of the Public Library of the City of Boston,

June 22, 1928

v. Rector of Trinity Church in the City of Boston and another. The effect of the decision is that the income from the \$100,000 for the years 1923 and 1924 must be paid to the Rector of Trinity Church instead of being used for books for the Public Library. While the decision relates to the years 1923 and 1924, of course it equally applies to succeeding years where the City of Boston has not appropriated three per cent for library purposes of the amount available for department expenses in the City of Boston and departmental expenses include Schools, Police, Finance Commission and Licensing Boards. I am quite confident that at no time since the probate of the will has the City of Boston appropriated the three per cent of the departmental expenses, which is a necessary pre-requisite to having the income of \$100,000 fund used for books.

I therefore advise you that because of the decision the income of the \$100,000 not only for the years 1923 and 1924 but for succeeding years should be paid to the Rector of Trinity Church, to be by him distributed in accordance with the terms of the Benton will.

Very truly yours
(signed) Joseph P. Lyons
Assistant Corporation Counsel

City of Boston, Law Department
June 14, 1928

E. J. D. Belden, Esquire
Director, Public Library
Boston, Mass.

Dear Sir:

I am enclosing herewith a final decree in the case of the Trustees of the Public Library of the City of Boston against Henry K. Sherrill, which decree provides for the payment of the net income from the fund of \$100,000 which was given under the provisions of the Josiah H. Benton will to the Trustees of the Public Library. As you appreciate, the case was tried with reference to the income for the years 1923 and 1924 but the same rule is applicable to subsequent years, and during the subsequent years and down to date the City of Boston, not having appropriated the three per cent for library purposes, as provided in said will, and the income for the subsequent years is also to be paid to the Rector of Trinity Church. Out of the income for the years 1923 and 1924, you will deduct \$2,500 counsel fees and \$67.50 costs, totaling \$2,567.50 which is to be paid to Hutchins and Wheeler, counsel for the Rector of Trinity Church.

Yours very truly
(signed) Joseph P. Lyons
Acting Corporation Counsel

Voted: that in accordance with the decision of the Supreme Judicial Court of March 24, 1928, and the advice of the Law Department of March 30 and June 14, 1928, the City Treasurer be requested to pay the balance of income and interest now in his hands for the years 1922-1927 inclusive amounting to \$25,030.03 on "The Children's Fund" given to the Library under the 11th clause of the will of Josiah H. Benton, to Henry K. Sherrill, as he is Rector of Trinity Church in the City of Boston, as required by the 12th clause of said will, deducting therefrom the sum of \$2,567.50 from the income of the years 1923 and 1924, being counsel fees and costs.

June 22, 1928

Voted: that there be paid to Henry K. Sherrill, as he is Rector of Trinity Church in the City of Boston, the sum of \$67.50 as costs and \$2,500 as counsel fees as between Solicitor and client, in connection with the final decree of the Supreme Judicial Court as to the disposition of income under the 11th clause of the will of Josiah H. Benton, to be charged to "The Children's Fund."

A letter from Mr. Thomas S. Kennedy dated April 11, 1928, asking for a hearing before the Trustees, was referred to the Director for examination.

A communication from the Budget Commissioner regarding budget expenditures under item B-28, expert advice, was referred to Mr. Abbott for examination and conference with the Budget Commissioner.

A communication was received from P. P. Caproni & Brothers, asking for permission to make casts for stone reproduction of the St. Gaudens lions on the main stairway of the Central Library building; and the Director was requested to reply that after careful consideration, the Trustees deem it inadvisable to grant the request.

The report of the Examining Committee for 1927 was received.

The Director presented his report for the year ending December 31, 1927, which was approved and accepted, and ordered printed with the report of the Trustees and Examining Committee.

Special privilege cards were granted to the Art Illum Company, Pickwith Mfg. Company, Boston American, Boston Blue Print Company, Boston Transcript, William R. Brewster, Chapman Valve Company, Christian Science Monitor, Cook, Watkins & Patch, Inc., Ruth M. Erb, George W. Evans, Executive Service, Lowley & French, M.D., The Gem Shop, Quin Company, J. H. Hughes Company, Huse-Liberty Mosa Company, Isabella Stewart Gardner Museum, Elizabeth Luce, Charles F. Jenkins, Janett Repertory Theatre Fund, Frank L. Johnson, Col. Harrison S. Kerrick, John E. Macy, Archibald Mann, Alfred H. Meyer, Monks & Johnson, Harold S. Nash, Pennell, Gibbs & Quin Company, James Ritchie Rader, Richardson, Correll & Richardson, Myles Standish, Van Schaack Bros., Walker, Walker &

June 22, 1928

Kingsbury, The Wave & National Hairdresser, Merrimac, Mass. Company,
Wood Lake Art Service, Edgar Yates.

Voted: that the next regular meeting of the Corporation be on
Friday, July 13, 1928.

Dissolved.

Della Jean Deery
Clerk

Annual Meeting

The annual meeting of the Corporation, postponed by order
of the President from May 8, 1928, was then held, at 5.45 o'clock p.m.

Present: Messrs. Abbott, Connolly, Currier and Kirstein.

The President Messr. Connolly in the chair.

The Corporation proceeded to the election of officers by
viva voce vote as follows:

First vote for President

Mr. Abbott voted for Louis E. Kirstein, Messr. Connolly voted
for Louis E. Kirstein, Mr. Currier voted for Louis E. Kirstein, Mr.
Kirstein not voting; and Louis E. Kirstein was declared elected President.

First vote for Vice President

Mrs. Connolly voted for Gordon Abbott, Mr. Currier voted for
Gordon Abbott, Mr. Kirstein voted for Gordon Abbott, Mr. Abbott not
voting; and Gordon Abbott was declared elected Vice President.

First vote for Clerk

Mr. Abbott voted for Della Jean Deery, Messr. Connolly voted
for Della Jean Deery, Mr. Currier voted for Della Jean Deery, Mr. Kirstein
voted for Della Jean Deery, who was declared elected Clerk and qualified
for office by taking and subscribing the following oath:

I, Della Jean Deery, solemnly swear that I will well and faithfully
perform all the duties incumbent upon me as Clerk of the Trustees of the Public
Library of the City of Boston.

Della Jean Deery

Suffolk SS. Subscribed and sworn to this twenty-second day of
June, A.D. 1928

Before me

Frank W. Blaisdell
Notary Public.

June 22, 1928

Voted: that any member of the Corporation is authorized
to sign on behalf of the Corporation, all bills, special drafts and
payrolls of the Library.

Dissolved. Della Jean Deery
Clerk

Friday, July 13, 1928

July 13, 1928

A regular meeting of the Corporation was held in the
Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Connolly, Currier and Kirstein.

The President Mr. Kirstein in the chair.

The record of the meeting of June 22, 1928 as presented,
was approved.

Representative Thomas S. Kennedy and Mr. John J.
Donovan, Master of the Jefferson School, Jamaica Plain, appeared
by invitation and presented a petition signed by approximately
2000 persons, for the establishment of a branch of the Library in
the Hyde Square district of Jamaica Plain. They were assured that
the matter would receive consideration by the Trustees in connection
with similar petitions from numerous other sections of the city, but
that the Trustees have no funds available for any extension of the
Library service. Mr. Kennedy and Mr. Donovan expressed their
thanks for the opportunity of presenting their petition, and withdrew.

Circular No. 51 from the Mayor's office was received
and ordered placed on file.

The Director was authorized to purchase according to
a list submitted by him and to be placed on file, miscellaneous
supplies for the Central Library and Branches to the amount
of \$5.593.11, for Bindery \$47.82 and for Printing Department
\$916.34.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service charges take effect
July 13 unless otherwise indicated.

July 13, 1928

Grade increases in pay

Mary R. Santos, Issue Department, \$19 to \$20 per week
 Mary V. Dwyer, Children's Department, \$25 to \$27 per week
 Mary J. Doherty, Branch Department, \$18 to \$20 per week
 Bertha Schultz, Branch Department, \$15 to \$17 per week
 Richard D. O'Brien, Steamfitter, Eng. Dep. Department, \$35 to \$38 per week
 Dorothy A. Stone, clerk, Eng. Dep. \$20 to \$23 per week
 Michael Jules Russo, book carrier, Eng. Dep. \$12 to \$15 per week
 William Morey, asst. Codman Square Branch, \$18 to \$20 per week
 Jessie E. Fisher, asst. Fellows Classroom Branch, \$26 to \$27 per week
 Michael E. Madara, asst. Codman Square Branch, \$20 to \$23 per week
 Anna M. F. Connelly, asst. Ephraim Corner Branch, \$26 to \$27 per week
 Edith Guernier, Supervisor of Branches, \$37.50 to \$40.00 per year

Promotion

Harry W. Matthews, reference assistant Baker Hall, to position of first assistant, with increase in pay from \$38 to \$42 per week
 Margaret J. McGovern, first assistant Charlestown Branch to position of librarian, Neponset Branch, with increase in pay from \$29 to \$30 per week
 Clara L. Maxwell, general assistant South End Branch, to position of first assistant, with increase in pay from \$23 to \$25 per week.

Transfers without change in pay

Rebecca E. Willis, first assistant West Roxbury Branch to same position at Charlestown Branch
 Gynaea Watson, first assistant West End Branch to same position West Roxbury Branch.

Appointment to regular service

Solomon G. Leiff, assistant Branch Department, shipping division, \$10 per week, June 10: under civil service certification
 Annie M. Norris, cleaner, Eng. Dep. Department, \$18 per week, July 10: under civil service certification
 Madeline D. Holt, general assistant Codman Square Branch, \$20 per week.

The request of Ruth Marie Hayes, Codman Square Branch, and Katherine W. Plummer, Roslindale Branch, for leave of absence without pay, September 1, 1928 to July 15, 1929, was granted.

The President presented a check for \$2000 from the Boston Life Deposit and Trust Company, Executor of the will of Gardner O. North, late of Boston, being payment on account of a bequest to the Library under the 17th clause of said will, as follows:

"To the Boston Public Library the sum of Two Thousand Dollars (\$2,000.00)."

Voted: that this bequest be funded as the "Gardner O. North Fund" and the income applied to the purchase of books and other library material, until otherwise ordered by the Board.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: charges to the general appropriation amounting to \$22,286.32

July 13, 1928

and to trust funds income \$764.87

The Director reported that since the last meeting on June 22, 1928 the following special drafts were signed by the Vice President, J. C. Brooks Company, \$1,373.60, first payment on contract dated May 17, 1928 for renovation of ridge cresting, etc. John Targuhar's Sons, Inc. \$1,762.65, second payment on contract dated May 19, 1928 for renovation of portions of condensation roof; and the Federal Electric Supply Company, \$972.06, tenth payment on contract dated August 19, 1927 for reconstruction of electric wiring.

Voted: that this action be approved and confirmed.

The Director reported that on June 27, 1928 proposals for the renovation of plumbing and other accessory work at the Brighton Branch were received as follows:

Edward C. Kelly	\$ 1,933
P. J. Russo Co. Inc.	2,260
Wm. B. Johnson & Sons, Co.	2,437
George P. Bennett	2,495
P. W. Donoghue Co.	2,554
Dicker & Company	2,670
E. J. Darley	3,155
James A. Bitter Co.	3,400

On recommendation of Fox & Gale, Architects, and with the approval of the Mayor, the President awarded the contract to Edward C. Kelly; and it was

Voted: that the President's action be approved and confirmed, and he be authorized to execute the necessary contract.

Mr. Abbott to whom was referred the matter of a contract with Fox & Gale for professional services in connection with the reconstruction of the Special Libraries' floor under a special appropriation for such work, submitted a draft of a contract approved by the Law Department, the City Auditor and the Budget Commissioner; and after consideration and certain changes, it was approved, and the President authorized to execute the same.

Mr. Abbott also reported on the matter of the Budget Commissioner's communication of February 20 regarding expenditures for expert service, referred to him on June 22, that he had conferred with the Budget Commissioner with satisfactory results; and suggested the employment of a Clerk of the Works to supervise the general repair work under the budget appropriation as well as work under the special appropriation; and on motion of Mr. Currier,

July 13, 1928

it was

Voted: that a Clerk of the Works be appointed, responsible to the Trustees.

The Director submitted for consideration the matter of the replacement of the pneumatic tube system, for which an appropriation of \$10,000 was allowed in the Budget for 1928; and on motion of Mr. Currier, it was

Voted: that this matter be referred to the President with power.

The following persons were appointed on the Examining Committee for 1928, and the President joined with the Committee as chairman, as required by the Ordinance: Miss Anna M. Bancroft, Mr. Sidney S. Conrad, Mr. Harry V. Cunningham, Hon. James M. Curley, Mr. Frederic H. Curtiss, Mr. William F. Davidson, Prof. Arthur S. Dewing, Mrs. David C. Ellis, Mr. Albert W. Finlay, Miss Susan J. Ginn, Mr. Francis I. Higginson, Mr. David H. Horie, Mr. Harry Lewis Johnson, Mr. Melville D. Loring, Mr. Percival Morrell, Miss Jane L. Mesick, Mr. George R. Nutter, Mr. Winfield S. Quincy, Mr. Roger L. Scaife, Mr. Samuel Silverman, Mrs. Francis C. Slattery, Mr. William B. Snow, Rev. William M. Stinson, D.D., Prof. H. W. Tyler, and Mrs. Berrett Wendell.

The matter of the re-organization of the Printing Department was discussed at length; and the Director was requested to report further details.

Special privilege cards were granted to C. B. Swift Company, Albert D. Hersey, and the Associated Industries of Massachusetts, Library.

Voted: that during the summer months and until the next regular meeting of the Corporation, the Director is authorized to contract for such labor and repairs as may be required; and if necessary, to employ extra and substitute service within the limit fixed by the salary schedule.

Voted: that during the summer months and until the next regular meeting, any member of the Corporation is authorized to approve lists of books and miscellaneous supplies submitted by the Director for purchase.

Voted: that during the summer months and until the next regular meeting, the President or Vice President and any member of the Corporation constitute a committee to award contracts for repairs and improvements; and that any member of the Corporation is authorized to execute such contracts on behalf of the Corporation, within the budget allowances.

July 13, 1928

Dissolved:

Sella Jean Deery
Clerk

Friday, October 19, 1928

October 19, 1928

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Burton, Connolly and Kristein.

The President Mr. Kristein in the chair.

The record of the meeting of July 13, 1928 as presented, was approved.

The following communication was received and ordered placed on file:

City of Boston, Office of the City Clerk
City Hall, October 17, 1928

I hereby certify that

Frank W. Burton

Frank W. Burton

appointed Trustee

having been duly appointed to be a Trustee of the Boston Public Library for the term ending April 30, 1930, this day appeared and was sworn as such officer.

Attest:

(signed) W. J. Doyle,

Asst. City Clerk.

Circulars No. 54 to 60, inclusive, from the Mayor's office, were received and ordered placed on file.

Mayor's Circulars

The Committee authorized on July 13, 1928 to act on behalf of the Corporation during the summer months, reported the following action taken:

Purchases authorized as follows: miscellaneous supplies for the Central Library and branches to the amount of \$13,323.77, for Binding \$1,193.44 and for Printing Department \$1,089.43.

Bills allowed and ordered paid as follows: August 31st requisition, chargeable to the general appropriation amounting to \$22,124.62 and to trust funds income \$66.08; September 31st requisition, general appropriation \$24,322.23 and to trust funds income \$744.63. Chargeable to the special appropriation, \$1,087.04.

October 19, 1928

Payment by special draft, chargeable to the special appropriation, to Fox & Gale, \$6, 100, and to the R. I. Supply & Sprinkler Company, \$632.25. Chargeable to the general appropriation, to J. C. Brooks Company \$4, 122.50, John Farguhar, Sons, Inc., \$1, 119.14, Federal Electric Supply Company, \$3, 568.16, W. B. Foster Electric Co., \$746, Fox & Gale \$652.08, General Electric Co., \$11, 319.70 and George W. Nicoll Co., Inc. \$3, 316.70.

Contracts were executed with Fox & Gale, for professional services in connection with structural changes, Central Library building, and with the Walter A. Westworth Company for a special steel column, at a cost of \$4, 948, awarded without competition under approval of the Mayor.

Voted: that this action be approved and confirmed.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$3, 895.36, for Binding \$125.40 and for Printing Department \$451.06.

The following gifts were received:

A check for \$5000 from the executors of the will of Alfred Hemenway, late of Boston, in payment of a bequest to the Library under the first clause of said will, as follows:

"Five thousand (\$5000) dollars to the Boston Public Library."

Voted: that this bequest be funded as the "Alfred Hemenway Fund" and the income expended for the purchase of books and other library material, until otherwise ordered by the Board.

A check for \$1000 from Mr. Louis E. Kirstein, to be added to the "Louis E. Kirstein Fund"; and it was

Voted: that the gift be accepted and added to the "Louis E. Kirstein Fund" and the income used in accordance with the terms of Mr. Kirstein's original gift of October 3, 1925.

A communication was received from Mr. Ulysses S. Harris of Allston, calling attention to an order recently passed by the City Council for a special appropriation for a new library building in Allston, and asking the Trustees to present to the Mayor their approval of the same, and the Director was requested to reply that the matter has been considered by the Trustees who recognize the need of better library facilities for Allston, but that they are not in a position to take any action at this time.

A communication from Mrs. A. R. Leavette forwarded through the Mayor's office, relative to library facilities in the Readville section of the city, was referred to the Director to reply that the Trustees must

October 19, 1928

be glad to consider the re-establishment of a branch of the library in that section but that they have no funds available for the purpose.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation amounting to \$21, 229.63 and to trust funds income \$683.57; and by special draft in favor of Edward C. Kelly, \$1096.50, Federal Electric Supply Company, Inc. \$815.92 and the George W. Nicoll Co., Inc. \$425; chargeable to the general appropriation.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service changes take effect October 19 unless otherwise indicated:

Grade increases in pay

Benjamin W. Rudd, Catalogue Department, \$20 to \$23 per week

Home Department:

Santa M. Costa, \$20 to \$21 per week
Helen A. Griffin, \$20 to \$21 per week
Mary M. McDonough, \$24 to \$25 per week
Michelle Eppertakis, \$20 to \$23 per week
Mary J. Daly, \$15 to \$18 per week
Bridie P. O'Connell, \$13 to \$15 per week

Mary M. Pyall, Children's Department, \$20 to \$22 per week
Dorothy P. Shaw, Periodical Department, \$23 to \$25 per week
Mary J. McElmurry, Branch Department, \$15 to \$18 per week
Charles J. Gillis, Branch Department, \$18 to \$20 per week

Branches:

Mary E. Dennison, Charlestown, \$23 to \$25 per week
Ellen C. Peterson, Dorchester, \$20 to \$22 per week
Mary A. C. Kavin, East Boston, \$22 to \$25 per week
David A. Lyon, Hyde Park, \$23 to \$25 per week
Elizabeth M. Gordon, Jamaica Plain, \$20 to \$22 per week
Sara M. Hodgman, Jamaica Plain, \$20 to \$23 per week
Ada Askeroff, Mattapan, \$30 to \$31 per week
Frances Moley, Mattapan, \$23 to \$25 per week
Marie M. Kennedy, South Boston, \$23 to \$25 per week
William Export, West End, \$20 to \$22 per week

Transfers and promotion:

Helen L. Morrissey, first assistant North End Branch, temporary transfer to the position of acting librarian Dyer Street Branch, with temporary increase in pay from \$24 to \$32 per week, to date from September 14
Elizabeth O. Boudreau, assistant Orient Heights Branch, temporary transfer to the North End Branch, with temporary increase in pay from \$24 to \$27 per week
Ruth Miriam Hayes, second assistant Dorchester Branch, to same position at Roxindale Branch, without change in pay
Harriet B. White, general assistant, Dorchester Branch, to position of second assistant, with increase in pay from \$20 to \$24 per week

October 19, 1928

Catherine C. Kelly, assistant Memorial Branch, to Parker Hill Branch, with increase in pay from \$20 to \$24 per week, October 5
 Pauline L. Lyon, assistant Mr. Bromfield Branch, to Mattapan Branch, with increase in pay from \$18 to \$20 per week.

Employ in regular service

Lillian Arnold, Ordering Department, \$20 per week
 Edwin F. Day, Children's Department, \$20 per week
 Susan W. Ruffalo, general assistant Codman Square Branch, \$18 per week
 Mary E. Monahan, general assistant Memorial Branch, \$20 per week
 Helen C. Kuebel, general assistant North End Branch, \$18 per week
 Mary U. Nichols, general assistant Roslindale Branch, \$20 per week
 Margaret A. McCueney, general assistant South End Branch, \$14 per week

Employ under Civil Service certification

John H. Hamagan, night watchman, Central Library, \$39 per week, Jan. 25
 James C. Gately, assistant Branch Department, Shipping Room, \$10 per week, Aug. 14
 Elizabeth M. Weihe, cleaner, Branch Department, \$18 per week, Sept. 17
 Edward J. Strokanow, janitor, North End Branch, \$33 per week, Oct. 15.

On recommendation of the Director, it was

Ordered: that the following persons be granted leave of absence:

Agnes C. Doyle, Bates Hall Reference Department, four weeks with full pay;
 Helen C. Griffin, Issue Department, three weeks with half pay, Mary M. McDonald, Issue Department, two weeks with full pay, Jean B. Lang, Branch Department, two months with half pay.

On recommendation of the Director, E. Carolyn Merrill of the Catalogue Department was granted a sum of \$34.75 from the "Alice Lincoln Whitney Fund" on account of illness due to an accident.

The Director was requested to notify Chiefs of Department that in view of the increasing number of requests for leave of absence with pay, in future such application must be carefully considered before it is presented to the Trustees.

A request from Edward J. Scollins formerly of the Bates Hall Reference Department, for a leave of absence while engaged in other work, was not granted.

The Director reported that under public advertisement, sealed proposals for lighting fixtures for the Central Library building were received and publicly opened on September 26, as follows:

E. H. Darbell Company	\$ 3,500.00
General Electric Supply Corp.	3,558.52
Edwin C. Lewis, Inc.	3,869.00
McDonough-Winterbury Co., Inc.	3,965.13
Conner Electric Corporation	6,213.00

On recommendation of Frank T. Hubbard, Engineers, it was

Voted: that the proposal of the E. H. Darbell Company be accepted, subject to the approval of the Mayor; and the President authorized to execute the necessary contract.

October 19, 1928

The Director was authorized to purchase a collection of 196 children's books of the 18th and early 19th centuries, at a cost of \$200; to be charged to the "Mable C. C. Wilson Fund."

The Director reported that there is held by the Public Works Department a fund known as the "Copenhagen Fund" the income of which is applied to the care and preservation of a fountain given by the donor of the fund; and that any remainder of said income may be applied to the purchase of books or works of art for the Public Library as determined by the Mayor. He reported that there is now a balance of \$3378 on this fund, and recommended that application be made for its expenditure by the Library under the terms of the bequest; and on motion of Mr. Abbott, he was requested to confer with the Corporation Counsel in the matter.

A communication was received from Mrs. John Hard representing a group of friends of the late Thomas Sergeant Perry, regarding a proposed Memorial tablet to Mr. Perry to be placed in the Library; and after consideration, it was

Voted: that the Trustees will be glad to consider the acceptance of such a tablet if offered to them, subject to the approval of the Art Commission.

A request from Mr. Henry Barr for permission to remove from the Charlestown Branch the portrait of his great, great grandfather Richard Devens, for the purpose of having a copy made, was declined.

The Director reported that Mrs. Edwin A. Abbey representing the Edwin A. Abbey estate holding copyright on the mural paintings in the Library "The Quest of the Holy Grail" has authorized the reproduction of the series, in color negatives, by Raymond Wessling, Inc.

The Director presented for consideration, his budget estimates for the maintenance of the Library for the year 1929.

Special privilege cards were granted to the Big Brother & Big Sister Federation, Inc., Boston & Maine Railroad Publicity Department, Boston Consolidated Gas Company, Henry S. Chapman, Veronica Connelly, A. W. Ellis Company, George W. Emerson, Brother Zolbert, Brother Grace, Gardenside Bookshop, Elmer Hall, P. Holdensen Company, Alice Luntz, Benjamin A. Loveland, Helen Lyvers, MacDonald Bros. Inc., N. W. Ayer & Co., Ad Colony Trust Company Advertising Department, Charles S. Piker, Gilbert H. Roehrig, Salada Tea Company, U. S. Shoe Machinery

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Company, Wadsworth Howland, Richard C. Wright, and to members of the Examining Company.
Dissolved.

Walter Dean Deery

Clerk

November 9, 1928

Friday, November 9, 1928

A regular meeting of the Corporation was held in the Trustees' Room at 4 o'clock p.m.

Present: Messrs. Abbott, Burton, Currier and Kirstein.
The President Mr. Kirstein in the chair.

The record of the meeting of October 19, 1928 as presented, was approved.

Circular No. 61 from the Mayor's office was received and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$3,398.07, for Bindery \$353.07 and for Printing Department \$5.40.

The President reported that on October 25 he signed contracts, awarded without competition under authority of the Mayor, as follows: the Johnson Marble Company of Cambridge for the renovation of portions of marble floors in the Central Library Building for the sum of \$4,357; and the Edward J. Colver Company, Inc. of New York, for furnishing and installing certain special electric light fixtures in the Central Library building, for the sum of \$9,525; and it was

Voted: that this action be approved and confirmed.

The President presented a check for fifteen hundred dollars (\$1500) from the executor of the estate of the late Gardner O. North, being balance due on account of a bequest to the Library under the 19th clause of his will; and it was

Voted: that this sum be added to the "Gardner O. North Fund" and the income used for the purchase of books and other library material until otherwise ordered by the Board.

A letter dated October 31 was received from the Commissioner of Public Works in relation to the unexpended balance of income of the "Lapenbogen Fund", stating that there is no objection to the transfer of

November 9, 1928

this balance to the Library Department for the purchase of books; and the President was requested to apply to the Mayor for such transfer in accordance with the terms of the bequest.

Photographs of a window in the old Guildhall at Boston, England, presented to the Mayor of Boston by Mr. Charles Day, Alderman and Ex-Mayor of Boston, England, and transferred to the Library, were accepted with the thanks of the Trustees.

The following Resolution on the retirement of Theodosia E. Macurdy, formerly Chief of the Ordering Department, was adopted.

Resolved: That in the retirement of Theodosia E. Macurdy, the Public Library of the City of Boston has lost the services of a woman of exceptional personality, of marked executive ability, and of assured knowledge of books. As Chief of the Ordering Department of the Library for almost thirty-five years, she showed a rare sense of the values of books and wisdom in the allocation of the Library's book funds. The comprehensive scope of her interests and her alertness in seizing opportunities, combined with sound judgment and good business sense, aided the Library in securing many rare treasures as well as in building up systematically its general collections. During her term of office, the Library increased its bookstock from 597,000 volumes to 1,418,000. It is due largely to her vigilance and industry, her bearing and skill that this great growth has been so healthy and that so few books of little importance have been acquired. The Trustees record the debt of the Library to her wisdom, her tact, and her courageous insistence on the best things for the institution which she loved. Their hearty good wishes go with her in her retirement.

Resolved: That the Board of Trustees accord to Miss Macurdy the freedom of the almshouse with all customary privileges; that this minute be spread upon the records, and that a copy be sent to Miss Macurdy.

The Director's report was read by him.

On recommendation of the Director it was

Ordered: that the following elevator attendants be allowed increase in pay from \$30 to \$32 per week, each, beginning November 9: William E. Cole, William P. Hickey, and David G. J. Schramm.

The Director reported a vacancy in the position of Chief of the Statistical Department owing to the retirement under

November 9, 1928

law of Horace L. Wheeler; and after consideration, on motion of Mr. Currier, it was

Voted: that the Director be authorized to engage for this position, Mary W. Dietrichson, at \$140 per week, provided he can make proper arrangements for the same.

The Director presented with his approval, a report from the Superintendent of Buildings to the effect that the work of Nils J. Herland, engineer, is unsatisfactory; recommending that in the interest of the Library his retirement be asked for, and it was

Voted: that the President request of the Boston Retirement Board, the retirement of Nils J. Herland, engineer, for ordinary disability, to take effect at the earliest possible moment, and in the meantime, the Director be authorized to suspend him from service.

The Director reported that since the last meeting on October 19, the President had signed special drafts in favor of the J. C. Brooks Company, Inc. in the sum of \$969.90, final payment on contract dated May 17 for the renovation of ridge cresting, Central Library building; and John Ferguson's Sons, Inc. \$2,859, fourth payment on contract dated March 19 for repairs to condensation roof, Central Library building; also, drafts on funds on deposit in London, for the purchase of books, amounting in the aggregate to \$6,039.32; and it was

Voted: that this action be approved and confirmed.

The Director presented a report from The Lamson Company on repairs and additions to the pneumatic tube system; and he was requested to refer the matter to Jay Gale to prepare specifications for doing the work.

The Director's budget estimates for the maintenance of the Library for the year 1929, submitted for consideration on October 19, were approved and adopted as follows; and the President requested to transmit the same to the Mayor in the customary form:

A. Personal Service	\$797.15
B. Service other than personal	160.75
C. Equipment	171.975
D. Supplies	40.780
E. Materials	35.500
F. Special Items	864
G. Miscellaneous	40,000
	\$1,246,969

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The matter of the Printing Department was taken up for consideration; and it was

Voted: that the question of the re-organization of the Department be referred to Mr. Buxton for report and recommendation.

Special privilege cards were granted to Chis Clapp, Sons, Inc., Joel P. Glass, Richard J. Koch, Henry J. Mulloy, K.S.W., Nelson, Duncan & Harlow, William Sandberg, Eric H. Lord Sexton, Otto G. J. Straub, James J. Wetherald Advertising Agency, and John P. Wotick.

Della Jan Deery
Clerk.

November 23, 1928

Friday, November 23, 1928

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Buxton, Connolly and Kirstein.
The President Mr. Kirstein in the chair.

The record of the meeting of November 9, 1928, as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, Miscellaneous supplies for the Central Library and branches to the amount of \$712.42 and for Bindery \$427.86.

A communication from Nils J. Herland, engineer, in relation to his suspension from service, and requesting a public hearing under the law, was referred to the Law Department of the city.

The Director's report was read by him.

The Director reported that on November 16, bills in the November 30th requisition were signed by the President as follows: chargeable to the general appropriation amounting to \$22,035.79 and to trust funds income \$2,076.46. Also, a special draft in favor of the Federal Electric Supply Company in the sum of \$944.42, being the fourteenth payment on contract dated August 19, 1927 for reconstruction of electric wiring; and it was

Voted: that this action be approved and confirmed.

November 23, 1928

Friday, November 23, 1928

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Ruston, Connolly and Hirstein.
The President Mr. Hirstein in the chair.

The record of the meeting of November 9, 1928 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$712.42 and for Bindery \$427.86.

A communication from Nils J. Herland, engineer, in relation to his suspension from service, and requesting a public hearing under the law, was referred to the Law Department of the City.

The Director's report was read by him.

The Director reported that on November 16, bills in the November 20th requisition were signed by the President as follows: chargeable to the general appropriation amounting to \$22,035.79 and to trust funds income \$2,076.46. Also, a special draft in favor of the Federal Electric Supply Company in the sum of \$944.42, being the fourteenth payment on contract dated August 19, 1927 for reconstruction of electric wiring; and it was

Voted: that this action be approved and confirmed.

The following bills approved by the Director were allowed, and the President authorized to sign special drafts on the City Auditor in payment thereof: the Walter R. Wentworth Company, \$3,177.30, first payment on contract dated September 19, 1928 for special steel column; chargeable to the special appropriation for fireproofing, improvements, etc.; and Edward B. Kelly, \$546.55, second payment on contract dated July 26, 1928 for renovation of plumbing at the Brighton Branch, chargeable to the general appropriation, 1928.

On recommendation of the Director, it was

Ordered: that the following grade increases in pay take effect November 23:

Clare J. Jure, assistant Home Department, \$13 to \$15 per week
Greta L. Ayer, assistant Registration Department, \$15 to \$18 per week
Salonia Sencik, assistant Information Office, \$20 to \$23 per week

November 23, 1928

Madelene D. Holt, general assistant Bodman Square Branch, \$20 to \$22 per week
Pauline R. Walker, general assistant West Roxbury Branch, \$18 to \$20 per week.

Ordered: that the following persons be employed in the regular service, under Civil Service certification: Mary L. Ryan and Agnes M. Shore, cleaners, Central Library, \$18 per week, each, November 5.

On recommendation of the Director, Alice L. Murphy, librarian of the City Print Branch, and Edward Schwartz, janitor of the West Roxbury Branch, were granted leave of absence of three months, each, without loss of pay; on account of illness and for long and faithful service.

A request from the employees of the Library for permission to use the Library on Tuesday, January 1, 1929 from 6 to 12 o'clock p.m. for the purpose of an annual party, was granted.

The Director presented a letter addressed to him by Mrs. Elizabeth Sprague Coolidge in relation to the series of concerts which she has provided for the Library for the past three years, containing several questions as to future possibilities. And the Director was requested to confer with Mrs. Coolidge and ascertain her wishes in the matter.

The Director presented a letter addressed to him by Miss Theodosia E. Maurdy, formerly Chief of the Ordering Department, thanking him for forwarding the Resolution of the Trustees on her retirement, and expressing grateful thanks for the good wishes expressed in the Resolution and for the privileges accorded her.

In accordance with request, the Director presented for the information of the Trustees, lists of miscellaneous gifts to the Library for a period of six months.

Mr. Abbott presented a letter addressed to him by Mr. Martin Hayes, offering for rental in behalf of Ernest A. Knight, a property at 167 Harvard Avenue, Allston, at \$500 a month; and this was referred to the Director for examination and report.

Special privilege cards were granted to Marguerite Appleton, Automobile Mutual Liability Insurance Company, Cities Service Refining Company, Elizabeth M. Gilbert, Henry J. O'Connell,

November 23, 1928

John H. Quinlan and Dorothy Stanley.

Dissolved:

Helen Jean Derry,
Clerk

December 7, 1928

Friday, December 7, 1928

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Burton, Connolly & Kirstein

The President Mr. Kirstein in the chair.

The record of the meeting of November 23, 1928 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and Branches to the amount of \$2,335.17, for Binding \$172.04 and for Printing Department \$20.91.

The Director presented a letter from French & Hubbard, Engineers, together with estimates, in relation to electric wiring for certain special fixtures, to be installed; and it was

Voted: that the President be authorized to execute a contract for electric wiring in the Catalogue and Newspaper rooms for new lighting fixtures, at a cost not to exceed \$1000.

The Director's report was read by him.

On recommendation of the Director it was

Ordered: that the following promotions with increase in pay, take effect December 7: Helen A. Griffin, from Issue Department to Periodical Room, \$21 to \$23 per week; and in the Issue Department, Mary J. Daly, \$18 to \$19 per week, and Elie J. Partridge, \$16 to \$17 per week.

The Director presented for approval an order for a change in the contract with the Walter A. Wentworth Company dated September 19, 1928, being a deduction of \$500; and the President was authorized to sign the necessary orders for the same.

Voted: that there be allowed and paid to the George W. Nicol Company, Inc. the sum of \$660.30 being the 4th and final payment on contract dated June 26, 1928 for alterations in manuscript room and certain other work; and the President be authorized to sign

a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the general appropriation 1928.

At this time appeared Nils J. Herland with counsel, and Assistant Corporation Counsel Joseph P. Lyons, in the matter of the hearing granted to Mr. Herland on his suspension from the Library service. As two members of the Corporation were absent, and with the consent of all concerned, the hearing was postponed to Friday, December 21, 1928 at 4:30 o'clock p.m.

In accordance with the vote of November 23, the Director reported on the offer of Mr. Martin Hays of property in Allston as a proposed new location for the Allston Branch, stating that he had examined the property and approves it for the purpose suggested, and that the rent asked is \$3600 a year. Action in the matter was deferred pending further consideration by Mr. Abbott.

The Director presented a letter addressed to him by Mr. Arthur Jaffe who is engaged in making color reproductions of the Abbey mural paintings for Mrs. Abbey, stating that the paintings are very much in need of cleaning; and enclosing a letter from Mrs. Abbey in relation to the matter, and one from Mr. E. H. Thompson of the Museum of Fine Arts as to the cost of such work; and the Director was authorized to engage Mr. Thompson to do the necessary work of cleaning and surfacing these paintings at a cost not to exceed \$900.

The Director presented also a letter addressed to him by His Excellency the Governor offering to the Library a reproduction in bronze of the Declaration of Independence; and it was

Voted: that the gift be accepted with thanks, and placed in the Library, subject to the approval of the Art Commission.

A request from Curtis Thawson of Boston, for permission to reproduce the Library's Duplessis portrait of Benjamin Franklin, was granted on the understanding that any reproduction is not to be copyrighted.

Special privilege cards were granted to Adelaide J. Brown, Sophie K. Kraft, Theresa J. Long, and the Process Accounting Machine Corporation.

Dissolved: Helen Jean Derry, Clerk.

December 7, 1928

December 21, 1928

Friday, December 21, 1928

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Buxton, Connolly & Kirstein.

The President Mr. Kirstein in the chair.

The record of the meeting of December 7, 1928 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$947.82, for Binding \$285.35 and for Printing Department \$6.75.

The Director reported that on December 4, 1928, bills in the December 31st requisition were signed as follows: chargeable to the general appropriation amounting to \$25,821.63, and to trust funds income \$3,079.34. Also special drafts, to Edward C. Kelly, \$287.95, final payment on contract dated July 26, 1928 for renovation of plumbing at the Brighton Branch; and John Targuher's Sons, Inc. \$1,493.69 for work on the condensation roof under contract dated March 19, 1928, and it was

Voted: that this action be approved and confirmed.

The Director presented a letter addressed to him by the Mayor, stating that the International Brotherhood of Bookbinders informs him that a number of the employees of the Binding Department of the Library are not members of that organization, and asking if they cannot be induced to join the same. The matter was referred to Messrs. Currier and Buxton.

The Director presented also a letter from Curtis Hamer on under date of December 18, thanking the Trustees for the permission given them to reproduce the Duplessis portrait of Franklin, and asking for a reconsideration of the decision in the matter of copyright, and it was

Voted: that there is no objection on the part of the Trustees to a copyright by Curtis Hamer on of their own prints of the picture.

A request was received from the Harry E. Burroughs Newboys Foundation for a deposit of books for the boys who use

December 21, 1928

this home; and after consideration, the Director was authorized to make such a deposit as is possible, under the usual restrictions.

A letter from French T. Hubbard recommending the installation of a new generating unit as soon as possible, was received and considered, together with a report from the Edison Company and one from the Superintendent of Buildings on the possibility and advantage of using Edison current for a part of the service required. The matter was referred to Mr. Abbott for examination and recommendation.

Mr. Buxton presented the following:

Whereas Louis E. Kirstein, a Trustee of the Boston Public Library, has agreed in writing with the City of Boston to erect a three and one-half story building which shall be satisfactory to the Trustees of the Boston Public Library, fully equipped for library purposes except for books, on the site of the abandoned Police Station 2 on City Hall Avenue, and to make a gift of the said building free and clear of all incumbrances after its erection to the Trustees of the Boston Public Library, as a body corporate, as defined in chapter one hundred and fourteen of the acts of eighteen hundred and seventy-eight for the purpose of maintaining therein a branch library; and

Whereas the said Louis E. Kirstein is desirous that such a building be maintained by the said Trustees as a branch library of the Boston Public Library as a memorial to his father, Edward Kirstein, who had a sincere affection for the City of Boston;

Now, therefore, be it voted that the Trustees of the Boston Public Library, as a body corporate, or in any other capacity, do hereby agree to accept such gift as described hereinbefore and do hereby agree that when and if such a building is deeded to the Trustees as aforesaid that they will accept and maintain the same as a branch library of the Boston Public Library and will name said building, when completed and deeded, the "Edward Kirstein Memorial Library" in memory of Edward Kirstein, father of Louis E. Kirstein, the donor.

Voted: that the Trustees accord to Mr. Kirstein entire freedom in the selection of an architect and in the erection of the memorial building.

December 21, 1928

The Director again presented the matter of the proposed new quarters for the Allston Branch, deferred at the meeting of December 7 for further consideration by Mr. Abbott, and stated that the premises have been seen and approved by Mr. Abbott and Mgr. Connolly; and it was

Voted: that the Director be authorized to secure a lease of these premises for a period of one year, at a rental not to exceed \$3000.

A portrait of the late Josiah H. Benton painted by Jacob Binder and sent by him to the Library for the examination of the Trustees, was approved; and the Director was requested to present the same to the Art Commission for approval.

Special privilege cards were granted to American Home Makers, Inc., William Parrell Company, Wilson Brewer, Harold K. Estabrook, General Insurance Service Corporation, Maurice E. Goldberg, Lavin Company, and the Picker X-Ray Corporation.

The hearing on the suspension of Mrs. J. Herland from the Library service, postponed from December 7, was resumed, with Assistant Corporation Counsel Joseph P. Lyons representing the Library, and Mr. H. K. Russell, counsel for Mr. Herland. Testimony on the charges was heard from William E. Quinn, Superintendent of Buildings, and Edward H. Rhoades, assistant engineer, until 6.30 o'clock p.m. at which time the hearing was discontinued until the next regular meeting of the Corporation, unless in the meantime a written statement from Mr. Herland of his reply to the charges, is received and accepted by those concerned.

Dissolved.

Walter J. Deery
Clerk

January 4, 1929

Friday, January 4, 1929

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Benton, Connolly and Kirstein.
The President Mr. Kirstein in the chair.

The record of the meeting of December 21, 1928 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,923.67, for Bindery \$22.48 and for Printing Department \$36.92.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service changes take effect January 4:

Promotion: George S. Maynard, acting chief of Special Libraries Department, to position of chief, without change in pay;
Eric F. Duce, from issue to Staff Department, without change in pay;
Owen F. Maguire, fireman, to position of engineer, with increase in pay from \$39 to \$45 per week;
Marjorie A. Oberauer, second assistant Charlestown Branch to position of children's librarian, with increase in pay from \$25 to \$27 per week;

Grade increase in pay: Sarah Richman, assistant Andrew Square Branch, \$18 to \$20 per week;
Mildred E. Weichers, assistant Mattapan Branch, \$16 to \$18 per week;
Clara S. Maxwell, first assistant South End Branch, \$25 to \$27 per week, and in the Bindery Department
Henry A. Lohy, apprentice, \$25 to \$33.25 per week;
Margaret A. Hunter, apprentice, \$19.25 to \$23.50 per week;
Walter J. Schille, apprentice, \$21 to \$25 per week;

Appoint to regular service: Marion M. Love, assistant \$22 per week, Tyler Street Branch.

Bills payable by Special Draft were approved and ordered paid as follows: The Federal Electric Supply Company, \$485.50, fourteenth payment on contract dated August 19, 1927 for reconstruction of wiring; John Fargnaker's Sons, Inc. \$1,470.80, final payment on contract dated March 19, 1928 for renovation of condensation roof; and the Johnson Marble Company, \$3,703.45 first payment on contract dated October 30, 1928 for repairs to marble floors.

January 4, 1929

A letter from the Art Commission approving the portrait of the late Josiah H. Benton, painted by Jacob Bieder, was read and ordered placed on file.

The Director reported that arrangements have been completed for the purchase of the William P. Trent Collection, offered to the Trustees and approved by them at a special conference on December 14, 1928 at a cost of \$35,000, and presented letters in relation to the same from Lloyd M. Scott of New York and Robert P. Blake, Director of the Harvard University Library, and it was

Voted: that all details as to transportation, insurance and payment in the matter of this purchase, be referred to the President with power.

Special privilege cards were granted to Charles E. Hylkema, Susan H. James, and The Sherman Corporation.

The hearing on the Nils J. Herland case was resumed at this time, with Assistant Corporation Counsel Joseph P. Lyons representing the Library, and H. A. Russell representing Mr. Herland, as before. Mr. Herland was heard on the charges against him, and Ernest J. Rousseau, engineer, testified on the same; after which the hearing was terminated.

After hearing all the charges preferred against Nils J. Herland, it was

Voted: that the suspension be affirmed.

Dissolved:

Wella Jan Derry
Clerk

January 18, 1929

Friday, January 18, 1929

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Buxton and Connolly.

The Vice President Mr. Abbott in the chair.

The record of the meeting of January 4, 1929 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$5,413.80, for Bindery \$1,196.46, and for Printing Department \$651.91.

The following bills in the January 31st requisition were approved and ordered paid: chargeable to the general appropriation amounting to \$10,560.69 and to trust funds income \$1,122.85.

The Director reported that since the last meeting on January 4, 1929, bills in the December 31st Supplementary requisition were signed as follows: chargeable to the general appropriation amounting to \$19,564.02; also special drafts in favor of Walter R. Wentworth Company, \$1,071.57, John Darguher's Sons, Inc. \$40, and the Federal Electric Supply Company, \$711.32; and it was

Voted: that this action be approved and confirmed.

The Director reported that the William P. Trent Library, approved for purchase by the Trustees at a cost of \$35,000, had been received; and it was

Voted: that there be allowed and paid to William P. Trent the sum of \$30,000 chargeable to trust funds income, and \$5,000 chargeable to the general appropriation 1929, which together constitute payment in full for all rights in the Trent Library, including the Deane Collection, and that the President or Vice President sign requests on the City Auditor for special drafts in favor of said payments.

The Director presented for consideration, the purchase of an Orderly Book of Col. William Prescott's Regiment in Camp at Cambridge, June 15 to September 2, 1775; and on motion of Mr. Buxton, he was authorized to purchase the same at a cost of \$2500, to be charged to trust funds income.

January 18, 1929

The Director presented also, a list of fourteen titles which he recommended for purchase for the Bowditch Collection, at a cost of \$685; and he was authorized to purchase the same, to be charged to the Bowditch Fund.

On his recommendation, the Director was authorized to secure a lease of additional space in the quarters occupied by the Parker Hill Branch at an increased rental of \$900 a year, from April 1, next.

Special privilege cards were granted to the Electric Sales Company and to Doremus Humphrey.

Mr. Abbott presented a letter addressed to him under date of January 11 by French Hubbard, in relation to the Motor generator recommended by them.

Dissolved.

Villa Jean Seery
Clerk

February 15, 1929

Friday, February 15, 1929

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present, Messrs. Abbott, Buxton and Kirslein.

The President Mr. Kirslein in the chair.

The record of the meeting of January 18, 1929 as presented, was approved.

The following communication was received and ordered placed on file:

City of Boston, Office of the City Clerk

January 28, 1929

I hereby certify that

Eugene W. Currier

having been duly appointed to be a Trustee of the Boston Public Library for the term ending April 30, 1933, this day appeared and was sworn as such officer.

Attest:

(Signed) W. J. Doyle

City Clerk

February 15, 1929

The Director was authorized to purchase according to a list submitted by him and to be placed on file; miscellaneous supplies for the Central Library and branches to the amount of \$7,113.61, for Bindery \$951.18 and for Printing Department \$1,147.30.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: charges due to the general appropriation amounting to \$22,877.69 and to trust funds income \$630.49. Also, a special draft for \$667.20 in favor of the Weller A. Wentworth Company, charges due to the special appropriation for fireproofing, improvements, etc.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service charges take effect

February 15:

Grade increases in pay: James C. Gately, Assistant Shipping Room, \$10 to \$12 per week

John J. Mealey, Book cleaner, Engineer & Janitor Department, \$20 to \$23 per week

Elizabeth H. McShane, Librarian Andrew Square Branch \$32 to \$34 per week

Mildred E. McIsaac, Assistant Codman Square Branch, \$23 to \$25 per week

Lillian Martz, Assistant, Codman Square Branch, \$20 to \$22 per week

Susan W. Penfrew, Assistant Codman Square Branch, \$18 to \$20 per week

Eugenia J. Scoville, Children's Librarian Uphams Corner Branch, \$25 to \$27 per week

Appointment to regular service

Gladys M. Moore, General Assistant Mt. Vernon Branch, \$20 per week

Winifred J. Root, General Assistant North End Branch, \$22 per week, and

Paul J. Harrington, Night Watchman, Central Library, \$29 per week, to date from Jan. 25, under Civil Service certification.

On recommendation of the Director, it was

Ordered: that the following persons be granted leave of absence without loss of pay, on account of illness: Laura M. Cross, Librarian East Boston Branch, three weeks beginning February 14; and Beatrice M. Flanagan, Librarian Memorial Branch, four weeks beginning February 18.

Voted: that the City Treasurer be requested to pay to Thomas E. Goode, father of the late Georgina Goode, all uncollected money to the credit of Georgina Goode on the Library payrolls of January 24, 31 and February 7, 1929, South Boston Branch, roll No. 2 "D", \$15, \$18.50 and \$20 respectively.

February 15, 1929

Voted: that the City Treasurer be requested to pay to Helenick Joseph Murphy, brother of the late Alice L. Murphy, and executor of her estate, uncollected money to the credit of Alice L. Murphy on the Library payroll of January 17, 1929, City Point Branch, roll No. 6, "H", amounting to \$85.60.

The Director reported that on February 6, 1929, at 12 o'clock noon, proposals for alterations and equipment of certain rooms on the Special Libraries' floor, and miscellaneous fireproofing and fradours in the basement of the Central Library building, were publicly opened and read as follows:

Equipment

Pomington Rand Business Service, Inc.	\$ 127,471
Art Metal Construction Company	135,953
Swad & Company	143,275

Alterations

John Brown Company, Inc.	37,564
J. J. Gallagher Construction Co.	46,000
Walter A. Wentworth Company	47,377
J. Lotnik Company	47,980
J. J. Kuntze & Son	48,800
Guiney & Hanson Const. Co.	51,138
M. J. Kellier Company	51,664
Capobianco Const. Co.	52,000
George W. Nicoll Co., Inc.	52,000
M. J. Solimando	53,825
Walsh Bros.	56,827
Frank L. Whelan & Whitehead, Inc.	63,784
John MacDonell Const. Co.	64,068
A. Harrington	68,000

Fireproofing

John Brown Company, Inc.	4,373
Walter A. Wentworth Co.	5,475
J. Lotnik Company	5,500
Maurice P. Moran	5,662
Guiney & Hanson Const. Co.	5,680
A. Harrington	5,793
George W. Nicoll Co., Inc.	5,900
Hill & Delaney	5,970
M. J. Kellier Co.	6,420
Thomas C. Dolan	7,348
V. J. Cantuella & Son	7,480

A request from the John Brown Company, Inc. dated February 8, for permission to withdraw their proposals on alterations and fireproofing, was granted; and on the advice of the Architects, Fox & Gale, it was

Voted: to accept the proposal of the Pomington Rand Business Service, Inc., for \$127,471 the lowest on the work of equipment; that of the Walter A. Wentworth Company for \$5,475 the lowest on the work of fireproofing; and in the interest of the Library, that of the Walter A. Wentworth Company for \$47,377, the second lowest on the work of alterations, subject to the approval of the Mayor; and that the President execute the necessary

February 15, 1929

contracts for the performance of the work.

A report and recommendation from Fox & Gale, Architects, in relation to certain repair work to be undertaken during the coming months, was referred to Mr. Abbott for consideration.

On motion of Mr. Abbott it was

Voted: that the President be requested to ask the Mayor's approval for continuing the repair work on the condensation roof by John Farguhar's Sons, Inc., and the replacement of the pneumatic tube system in the Central Library, by the Sanson Company, without competition.

The Director presented for consideration an offer of proposed new quarters for the Mt. Bowdoin Branch, in practically the same location as the present quarters, with additional space and at a rental of \$2500 a year; and he was requested to examine and report further in the matter.

A communication from His Honor the Mayor, informing the Trustees that the unexpended balance of the Copenhagen Fund for which request was made in November last, had been utilized by the Park Department, was read and ordered placed on file.

A communication from Mr. Roger L. Scaife of the Examining Committee in relation to various Library matters, was referred to the President for reply.

Special privilege cards were granted to The Atlantic Monthly, Conrad Company, Inc., Home Alliance Store, Inc., Dorothea R. Horogata, Travis Lughan, Margherita Osborne, Dana Rice, and Mother Terrier.

Discussed:

Alice Jean Deery
Libk

Copenhagen Fund
expenditure of

March 8, 1929

Friday, March 8, 1929

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Burton and Kirslein

The President Mr. Kirslein in the chair.

The record of the meeting of February 5, 1929 as presented, was approved.

Circular No. 62 from the Mayor's office, and a communication dated February 26 from the Art Commission approving the design and material of a proposed memorial tablet to Thomas Sergeant Perry, were received and ordered placed on file.

An order from the City Council dated February 25, requesting the establishment of a branch of the Library in the Ann Hill district; and a petition from residents of the Fenwick district for the enlargement of the Fenwick Branch, were referred to the Director for reply.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$3,984.79, for Binderage \$381.08 and for Printing Department \$663.26.

Voted: that there be allowed and paid to Edward J. Goodell Company, Inc. the sum of \$8,096.25 being the first payment on contract dated November 1, 1928 for electric light fixtures; and that the President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the general appropriation 1929.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service charges take effect March 8, unless otherwise indicated:

Grade increases in pay

Helene J. McLaughlin, assistant Registration Department \$15 to \$18 per week, February 25

Pauline Cohen, assistant Uphams Corner Branch, \$20 to \$22 per week

Elizabeth M. Gordon, assistant Jamaica Plain Branch, \$22 to \$25 per week

Joseph Lento, assistant East Cheston Branch, \$20 to \$22 per week

Beulah M. Mazzaro, assistant Charlestown Branch, \$20 to \$22 per week

Eileen C. Peterson, assistant Dorchester Branch, \$22 to \$25 per week.

Appoint to regular service

Kathleen M. Woodworth, assistant Special Services Department, \$20 per week

Mary J. Hookette, general assistant Uphams Corner Branch, \$18 per week

Bradford M. Hill, assistant Branch Department, \$25 per week.

March 8, 1929

On recommendation of the Director, Patricia M. Flanagan, librarian of the Memorial Branch, was granted an additional leave of absence of four weeks with half pay, on account of illness.

Voted: that the City Treasurer be requested to pay to Theodosia E. Macurdy, administrator of the estate of the late Helen J. Cushing, all uncollected money to the credit of Helen J. Cushing on the Library payrolls of January 24 and 31, 1929, Ordering Department, Rule No. 1, "A" \$43.20 and \$10.80 respectively.

The President presented a letter addressed to him by Joanna R. O'Connell, Secretary of the Patriotic Aides of Women's Relief Corps Auxiliary, G.A.R., offering as a gift to the Charlestown Branch of the Library a Roster of the Abraham Lincoln Post No. 11, G.A.R.; which was referred to the Director for examination and report.

The President presented also a letter addressed to him by President Coolidge, which was ordered placed in the manuscript collection of the Library.

The Director presented a bill from Dr. Joel Grinstung for \$5 for medical assistance to Sarah Kitzis who fell on the city sidewalk in front of the Mount Bowdoin Branch; and he was requested to refer the same to the Law Department of the City.

The Director reported progress in the matter of new and enlarged quarters for the Mount Bowdoin Branch.

The Director reported also an offer of an additional room in the premises occupied by the Andrew Square Branch at a rental of \$750 a year; and he was authorized to make the necessary arrangements for renting this room.

The Director reported further in the matter of the Prescott Orderly Book authorized for purchase on January 18, 1929; and on his recommendation it was

Voted: that purchase of this manuscript be deferred.

The President presented a report from Jay Gale on the present condition of the Dartmouth Street platform, together with reports from J. R. Worcester Company, engineers, and L. D. Willcutt & Sons, Company, building contractors, on the subject of relaying the platform and reconstructing the supporting vaulting; and the Director was requested to confer with Jay Gale and secure from them a recommendation as to how and by whom this work shall be undertaken, in

March 8, 1929

order that the Trustees may take immediate action in the matter.

On request of Mr. Abbott the Director reported informally on the matter of the publication of the "Guide to Serial Publications, etc.", four parts of which have been issued by the Library under an agreement of November 22, 1912. Copy for part five has been ready for some time, and the question of its immediate issue by the Library was referred to the Director for report and recommendation.

Special privilege cards were granted to Barron's Checkley, The Linotype Company, Blair H. Johnson, Maj. H. Erampton Jones, U. S. A., Margaret McEwen, and Raymond Whitcomb.

Dissolved:

Vella Jean Seary
Clerk

April 4, 1929

Thursday, April 4, 1929

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Duxton, Connolly and Kirstein.

The President Mr. Kirstein in the chair.

The record of the meeting of March 8, 1929 as presented, was approved.

Circulars No. 63 and 64 from the Mayor's office were received and ordered placed on file.

Orders from the City Council dated March 11, requesting the establishment of two branches of the Library in the Brighton district, ward 22, were referred to the Director for reply.

The following communication was received and read:

City of Boston. In City Council

Whereas the Police Commissioner of the City of Boston has notified His Honor the Mayor and the City Council of Boston that the land and building located on City Hall Avenue and formerly used and occupied by the Police Department as Police Station No. 2 are no longer needed for public purposes; and

Whereas Louis E. Kirstein of Boston has agreed with the City of Boston by an agreement in writing, satisfactory to His Honor the Mayor and to the Law Department of the City, to purchase said land and building for a nominal sum and to build thereon at his own expense a new three and a half story building fully equipped for library purposes, except for books, which building shall be used as a branch library of the City, and which shall be known as the Edward Kirstein Memorial Library Building; and

April 4, 1929

Whereas after the completion of said building the said Louis E. Kirstein has in said agreement provided and agreed to deliver to the Trustees of the Public Library of the City of Boston as a body corporate a deed of said land and building free and clear of all encumbrances and without cost or expense, to be used as such branch library; and

Whereas the said Trustees of the Public Library of the City of Boston have agreed upon the completion of said building to accept the same and to conduct the same as a branch library of the city;

Therefore be it ordered that His Honor the Mayor be and hereby is authorized in the name and in behalf of the City to sell to said Louis E. Kirstein upon the terms stated in the said agreement made by and between the said Louis E. Kirstein and the City of Boston all the right, title and interest in and to the land and buildings located on City Hall Avenue and formerly used by the Police Department as Police Station No. 2 for the sum of One Dollar and to execute and deliver a deed of the same to the said Louis E. Kirstein in form satisfactory to the Law Department.

In City Council March 11, 1929. Read once and passed - yeas eighteen, nays none.

In City Council March 20, 1929. Read a second time and again passed - yeas twenty, nays none.

Approved by the Mayor March 26, 1929

Attest: W. J. Doyle, City Clerk

In order that the proposed new building may be satisfactory to the Trustees of the Library, Mr. Kirstein recommended that the selection of the architects be made by the Board; and on motion of Mr. Duxton, it was

Voted: that Putnam Thayer be selected as architects of the proposed Edward Kirstein Memorial Library Building, subject to approval by the Law Department.

The President reported that on March 30 he addressed a communication to His Honor the Mayor calling attention to the necessity of immediate repairs to the Dartmouth Street platform of the Central Library building, and requesting authority to proceed with the work without advertising for proposals, to be carried out under a contract limited in scope not to exceed in cost \$40,000.

In connection with this matter, Building Commissioner Rourke was present for conference with the Trustees. He expressed his approval of the method of carrying out the work, and stated that he would at once have an examination made by his engineers to determine what, if any, further steps should be taken.

A communication dated March 28 was received from the Law

April 4, 1929

Department advising the Trustees as to their action in connection with the provision for allowances under certain outstanding contracts. Order placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$3,685.38, for Bindery \$328.88 and for Printing Department \$81.42.

The report of the Examining Committee for 1928 was received. The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service changes take effect April 5, unless otherwise indicated:

Grade increases in pay

Marion M. Lode, assistant Tyler Street Branch
\$22 to \$24 per week

Margaret A. McQueeney, assistant North End Branch
\$14 to \$15 per week

Mary W. Nichols, assistant Rosedale Branch
\$20 to \$22 per week

Eleanor C. O'Searry, assistant Roxbury Crossing Branch
\$22 to \$24 per week

Promotion

Pauline Cohen, assistant Uphams Corner Branch
to Roxbury Crossing Branch, \$22 to \$24 per week

Bliss F. Henry, general assistant Weymouth Branch to
second assistant Andrew Square Branch \$24 to \$26 per week

Employ in regular service

Etta Russell, assistant Boylston Branch, \$20 per week
Amy L. Mason, assistant Boylston Branch, \$22 per week; and
Catherine De Luca, janitor - Librarian, Engineers' Janitor Department
Central Library, \$30 per week, to date from March 23.
under Civil Service certification.

On recommendation of the Director, the following persons were granted leave of absence without loss of pay:

Zoltan Harsanyi, six weeks, to attend the International Library and Bibliographical Conference in Italy; and Laura R. Gibbs, four weeks, to attend the conference of the World Association for Adult Education in England.

The Director reported that since the last meeting of the Trustees on March 8, 1929, bills in the March 31st draft were signed by Mr. Buxton as follows: chargeable to the general appropriation amounting to \$28,923.88 and to trust funds income \$713.86; and this action was approved and confirmed.

Voted: that there be allowed and paid to E. H. Tarbell Company

April 4, 1929

the sum of \$865, being final payment on contract dated October 31, 1928, for electric light fixtures; and that the President sign a request on the City Auditor for a special draft in favor of said payment, to be charged to the general appropriation 1929.

The Director reported that on March 20 proposals were received for the installation of a motor-generator set and wiring, Central Library building, to provide for the operation of the elevators from the Edison service, as recommended by French & Hubbard, engineers. On further recommendation of French & Hubbard after conference with the Edison Company who are now willing to supply this service directly, it was

Voted: that no contract be awarded for this work.

The Director reported in the matter of the proposed enlarged quarters for the Mt. Bowdoin Branch that he had secured from the landlord an agreement to remodel these premises for library purposes and lease the same for a period of two years at an annual rental of \$3000; and he recommended that this be accepted. After consideration, on motion of Mr. Buxton, the recommendation was approved and adopted.

The Director reported informally on the petition of citizens of the Fenwick district for the enlargement of the Fenwick Branch: that to provide adequately for such enlargement would require an expenditure of \$25,000; and he was requested to acquaint His Honor the Mayor with the situation and ask as to the possibility of securing a special appropriation for this purpose.

A request from the Chief of the Bindery Department for permission to place his department experimentally on a five-day week basis for a period of six months, was laid on the table.

Special cards were granted to P. P. Caproni & Brother, Carbone Incorporated, Charak Furniture Company, Gulf Refining Company, Walter J. MacBracken, C. H. Simonds Company, Lucy P. Stebbins, Wheelock Bogue, Inc., and Whiting Milk Company.

Dissolved:

Della Jean Barry
Clerk

April 27, 1929

Saturday, April 27, 1929

A regular meeting of the Corporation was held in the Trustees' room at 12.30 o'clock p.m.

Present: Messrs. Abbott, Connelly and Currier.

The Vice President Mr. Abbott in the chair.

The record of the meeting of April 4, 1929 as presented, was approved.

The Vice President reported that on Friday, April 26, date for the regular meeting of the Corporation, there being no quorum, he and Mr. Currier took the following action subject to approval by the Board at a later date: Mr. Gale of Fox Gale, Architects, and Mr. Small of J. R. Worcester Company, Engineers, were present to explain the need of additional investigation of the condition of the piles under the Central Library building and platforms before proceeding with the work of reconstruction of the Dartmouth Street platform; and after careful consideration, the Vice President was authorized to request the Mayor's permission to carry out such investigation without public competition, at a cost not to exceed \$5000.

Circular No. 65 from the Mayor's office was received and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$3,705.03, for Binding \$273.09 and for Printing Department \$637.63.

The Director reported that since the last meeting on April 4, 1929, the following bills had been approved and signed: April 30th draft, chargeable to the general appropriation amounting to \$25,120.27 and to trust funds income \$32.20; for books, payable by draft on funds on deposit in London, amounting in the aggregate to \$4,006.34; and by special draft, chargeable to the general appropriation, to the Federal Electric Supply Co. \$5,953.10, final payment on contract for reconstruction of electric wiring, Central Library; and chargeable to the special appropriation for fireproofing improvements, etc. Fox Gale, Architects, \$3,322.64 for professional services, and to the Walker A. Wentworth Company, \$8,347.

This action was approved and confirmed.

The following bills were approved and ordered paid, and the Vice President authorized to sign requests on the City Auditor:

for special drafts in favor of said payment, to Edward J. Colosse April 27, 1929
Co. Inc. \$1,428.75 final payment on contract for special electric light fixtures, and Fox Gale, Architects, \$481.32 for professional services.

On recommendation of the Directors, it was

Ordered: that the following service changes take effect April 26:

Grade increases in pay:

Mary E. Monahan, general assistant Memorial Branch
\$20 to \$22 per week

Pauline A. Walker, general assistant West Roxbury Branch
\$20 to \$22 per week

Transfers and promotions:

Elizabeth B. Bondreau, assistant Orient Heights Branch,
to the position of second assistant Charlestown Branch,
without change in pay

Catherine C. Kelley, assistant Parker Hill Branch, to
Nepomuk Branch, without change in pay
Helen L. McVrisey, acting librarian Tyler Street Branch, to
the position of librarian City Court Branch, without
change in pay

Appoint to regular service

Lucia M. Skoens, children's librarian Mt. Vernon
Branch, \$27 per week.

On recommendation of the Director, Mary E. Sheridan of the Issue Department was granted an additional vacation allowance of four weeks without loss of pay, to offset time taken on account of illness.

The following recommendation was received from the Examining Committee of 1928:

In Examining Committee, March 28, 1929

"Voted: that the Examining Committee recommends to the Trustees, that a plan or survey be made of the branch system of the Library for the development of a comprehensive building program extending over a period of years, with an annual appropriation sufficient to carry out the same; and that the Trustees submit the program to the City government for adoption."

Special cards were granted to the American Press Syndicate, Orarat Grocery Company, Grace Mitchell Seaverts, Mansfield Printing Company, George J. Marsh, D. W. Merritt Company, New York Life Insurance Company, The Shepard Stores, Porter Sargent Staff, and Nancy Byrd Turner.

Voted: that the annual meeting of the Corporation, due to be held on Monday, May 6, 1929, be postponed until the next regular meeting of the full Board.

On motion of Mr. Currier, this action was approved and confirmed.

April 27, 1929

On motion of Mr. Currier, it was

Voted: that the Building Department be requested to fence off such part of the platforms on Northmont, Boylston and Beagden Streets as may seem to the Commissioner in a dangerous condition so as to exclude the public therefrom.

On motion of Mr. Currier, it was

Voted: that the recommendation of the Examining Committee as to a building program for branches, be approved and adopted.

Mrs. Connolly presented a letter addressed to him by the Rev. John O'Leary, Rector of the Mission Church, Roxbury, calling attention to a possible new location for the Parker Hill Branch; which was referred to the Director for reply.

Voted: that the Director be authorized to grant to employees whose vacation allowance has been shortened by illness, in proof of which a physician's certificate must be presented, an additional vacation, not to exceed in any case half of the regular allowance.

Voted: that during the summer months and until the next regular meeting of the Corporation, the Director is authorized to contract for such labor and repairs as may be required; and if necessary, to employ extra and substitute service within the limit fixed by the salary schedule.

Voted: that during the summer months and until the next regular meeting, any member of the Corporation is authorized to approve lists of books and miscellaneous supplies submitted by the Director for purchase.

Voted: that during the summer months and until the next regular meeting, the President or Vice President and any member of the Corporation constitute a committee to award contracts for repairs and improvements; and that any member of the Corporation is authorized to execute such contracts on behalf of the Corporation, within the budget allowance.

Dissolved.

Sellen Jan Deery
Clerk

Friday, May 31, 1929

May 31, 1929

A special meeting of the Corporation called by the Vice President, was held in the Trustees' room at 2 o'clock p.m.

Present: Messrs. Abbott, Dutton and Connolly.

The Vice President Mr. Abbott in the chair.

The record of the meeting of April 27, 1929 as presented, was approved.

Circular No. 66 from the Mayor's office was read and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,808.87, for Bindery \$87.93 and for Printing Department \$11.59.

The Vice President reported that since the last meeting of the Corporation on April 27, 1929, purchases had been authorized as follows: miscellaneous supplies for the Central Library and branches to the amount of \$29,197.30, for Bindery \$615.04 and for Printing Department \$177.78, and chargeable to the special appropriation \$428. Bills allowed and ordered paid as follows: in the May 31st requisition chargeable to the general appropriation amounting to \$21,024.81 and to trust funds income \$1,742.04; and by special draft, to John Langhans Sons, Inc. \$3,530.37, first payment on contract for repairs to condensation roof, to Jay Gale, \$353.03 for professional services: chargeable to the general appropriation; and to Walter A. Wentworth Company, \$3,745.10, second payment on contract for alterations Special Libraries' floor, and \$1,763.75 for fireproofing, and to Jay Gale, \$220.35 for professional services: chargeable to the special appropriation.

This action was approved and confirmed.

Voted: that there be paid to Henry H. Sherrill, as he is Rector of Trinity Church in the City of Boston, the sum of \$4,376.92 income for the year ending December 31, 1928 on The Children's Fund given to the Library under the 11th clause of the will of Josiah H. Benton; as required by the 12th clause of said will.

Voted: that there be allowed and paid to Morgan Grenfell & Co. of London, the sum of \$5,000 the same to be placed to the credit of the Trustees of the Library for the purchase of books; and that the Vice President sign a request on the City Auditor for a special draft in

May 31, 1929

favor of said payment said amount to be charged to trust funds income.

On recommendation of the Director, it was

Ordered: that the following service changes take effect May 31:

Grade increases in pay

Muriel E. Lann, assistant Branch Department
\$25 to \$28 per week
Charles J. Gillis, assistant Branch Department
\$20 to \$23 per week
Bessie E. Fisher, first assistant Feltrows Athenaeum Branch
\$20 to \$23 per week
Evelyn J. Frothingham, general assistant Andrew Square Branch
\$18 to \$22 per week
Helen L. Lambert, general assistant South End Branch
\$18 to \$20 per week
Laimi L. Delja, children's librarian Feltrows Athenaeum Branch
\$25 to \$26 per week
Margaret J. McGovern, librarian Neponset Branch
\$30 to \$31 per week
Dorothy A. McLaughlin, second assistant Roslindale Branch
\$25 to \$26 per week
Blanca L. Maxwell, first assistant South End Branch
\$27 to \$28 per week
Anna E. Tobin, assistant Mr. Pleasant Branch
\$18 to \$24 per week
Mildred E. Weichers, assistant Mattapan Branch
\$18 to \$20 per week.

Special privilege cards were granted to Luella E. Adams, Allen & Hollens, Jacob W. Burns, Boston Transcript Antiques Department, Cooper-Williams, Inc., Edison Electric Illuminating Company, Educational Bureau, C. P. Hall Company, William S. Peck, Sampson & Murdock Co. and Shutter, Stevens & Clark.

The Vice President reported that since the last meeting on April 27, a serious rotting of the piles under the Central Library building had been discovered, and the necessity of immediate action to repair the same is apparent. After conference with the Building Commissioner of the City and the City Auditor, on May 13 on behalf of the Corporation he addressed a letter to the Mayor requesting authority to expend a sum of \$100,000 to explore and recap weakened piles; and on May 18, he requested authority to employ J. R. Worcester Company as supervising engineers of this work, and the Blakeslee Rollins Corporation as contractors without advertising for proposals. This action was approved and confirmed; and it was

Voted: that subject to the approval of the Mayor, as an emergency exists, J. R. Worcester Company be employed as supervising engineers and the Blakeslee Rollins Corporation as general contractors for the work of repairing the foundations of the Central Library building, the Blakeslee Rollins Corporation to expend a sum not exceeding \$90,000 on a cost plus basis under the direction of J. R. Worcester Company,

and the later firm to be paid from the balance of the special fund of May 31, 1929 \$100,000; and

Voted: that the Vice President is authorized to execute the necessary contracts for the same.

Disposed: College from Library
blank

Friday, June 21, 1929

June 21, 1929

A regular meeting of the Corporation was held in the Trustees' room at 3 o'clock p.m.

Present: Messrs. Abbott, Connolly & Currier.

The Vice President Mr. Abbott in the chair.

The record of the special meeting of May 31, 1929 as presented, was approved.

Circulars No. 67 and 68 from the Mayor's office were received and ordered passed on file.

The Director was authorized to purchase according to a list submitted and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$4,621.10, for Binding \$595.58, and chargeable to the special appropriation for fireproofing, improvements, etc. \$93.

The following bills were allowed and ordered paid: chargeable to the general appropriation amounting to \$31,549.08 and to trust funds income \$1,262.93.

The Vice President reported that on June 6, 1929 he executed a contract with the Lamson Company in the sum of \$10,000 for the replacement of the pneumatic tube system at the Central Library, awarded without competition under approval of the Mayor; and this action was approved and confirmed.

Voted: that the proposal of the George W. Nicoll Company to do the cutting and patching in connection with the replacement of the pneumatic tube system, for the sum of \$700, be accepted.

Voted: that French & Hubbard be engaged as consulting engineers to supervise the work of the installation of the pneumatic tube system, the cutting and patching for the same, and the installation of a new exhaust fan; in accordance with an agreement dated June 21, 1929.

The proposal of the Remington Rand Business Service, Inc.

June 21, 1929

to furnish and install certain furniture for the Special Libraries floor for the sum of \$12,000 under an allowance contained in their contract for the equipment of this floor, was approved; and the Vice President authorized to sign the same.

The matter of new and enlarged quarters for the Mt. Bowdoin and Orient Heights branches was discussed; and on motion of Mr. Currier, it was

Voted: that the question of the rental and additional space for the Mt. Bowdoin and Orient Heights branches including the question of equipment and furniture, be referred to Messrs. Abbott and Buxton with power.

In December 1925 there was offered to the Library, inasmuch as, the use of rooms in the new Girls' Continuation School building on Common Street, to which to transfer the Tyler Street Branch. It now appears, from a report of the Supervisors of Branches that the space offered is inadequate, the basement room being unsuitable for library use, and the room on the first floor not enough larger than the present Tyler Street Branch quarters to make it worth while to move; and the Vice President was requested to notify the Superintendent of Schools that the Library will not require the space assigned to it in this building.

Special cards were granted to Lawrence J. Cahill, Dickie-Raymond Company, and the Hunt-Spiller Mfg. Corporation.

A statement was received from the Superintendent of Buildings, together with a report from the U. S. Naval Hospital at Chelsea, on the case of Owen J. Maguire an engineer in the Library service who met with an accident while in the performance of his work which resulted in an absence of nearly seven weeks; and on motion of Mr. Currier, it was

Ordered: that Owen J. Maguire, engineer, be paid the sum of \$311.25 amount of wages deducted for the period April 26 to June 15, on account of absence due to injury incurred while in the performance of his work.

Voted: that during the summer months and until the next regular meeting of the Corporation, the Director is authorized to contract for such labor and repairs as may be required; and if necessary, to employ extra and substitute service within the limit fixed by the salary schedule.

Voted: that during the summer months and until the next regular meeting, any member of the Corporation is authorized to approve lists of books and miscellaneous supplies submitted by the Director for

June 21, 1929

purchase.

Voted: that during the summer months and until the next regular meeting, the President or Vice President and any member of the Corporation constitute a committee to award contracts for repairs and improvements; and that any member of the Corporation is authorized to execute such contracts on behalf of the Corporation, within the budget allowance.

Dissolved: Della Jean Deery
Clerk

The annual meeting of the Corporation was held at 4.30 o'clock p.m.

Present: Messrs. Abbott, Connolly and Currier.

The Vice President Mr. Abbott in the chair.

The Corporation proceeded to the election of officers by ~~viva voce vote~~ as follows.

First vote for President

Mr. Connolly voted for Gordon Abbott, Mr. Currier voted for Gordon Abbott, Mr. Abbott not voting; and Gordon Abbott was declared elected President.

First vote for Vice President

Mr. Abbott voted for Frank W. Buxton, Mr. Connolly voted for Frank W. Buxton, Mr. Currier voted for Frank W. Buxton; and Frank W. Buxton was declared elected Vice President.

First vote for Clerk

Mr. Abbott voted for Della Jean Deery, Mr. Connolly voted for Della Jean Deery, Mr. Currier voted for Della Jean Deery, who was declared elected Clerk, and qualified for office by taking and subscribing the following oath: I, Della Jean Deery, solemnly swear that I will well and faithfully perform all the duties incumbent upon me as Clerk of the Trustees of the Public Library of the City of Boston.

Della Jean Deery

Suffolk SS. Subscribed and sworn to this twenty-first day of June, A. D. 1929.

Before me

Frank B. Blaisdell
Notary Public

June 21, 1929

Vote: that any member of the Corporation is authorized to sign on behalf of the Corporation, all bills, special drafts and payrolls of the Library.

Dissolved: *Julia Jean Deane*
Clerk

August 5, 1929

Monday, August 5, 1929

A regular meeting of the Corporation was held in the Trustees' room at 2.30 o'clock pm.

Present: Abbott, Buxton, Currier and Kirslein.

The President Mr. Abbott in the chair.

The record of the meeting of June 21, 1929 as presented, was approved.

Circular No. 70 from the Mayor's office was received and ordered placed on file.

The following communications were received from the City Clerk:

City of Boston, In City Council

Ordered: that the sum of \$100,000 be and the same hereby is appropriated to be expended under the direction of the Board of Trustees of the Boston Public Library for Central Library Building, Foundation Improvements, etc. and that to meet said appropriation the City Treasurer be and hereby is authorized to issue, from time to time, at the request of the Mayor, bonds or certificates of indebtedness of the city to said amount.

In City Council June 10, 1929. Read once and passed - yeas seventeen, nays none.

In City Council June 27, 1929. Read a second time and again passed - yeas twenty, nays none.

Approved by the Mayor June 26, 1929, he certifying on the original order that the foregoing loan order is best, in his opinion, to meet a current expense.

Attest: /s/ W. J. Doyle

City Clerk

City of Boston, Office of the City Clerk

July 25, 1929

I hereby certify that

Louis E. Kirslein
having been duly appointed to be a trustee of the Boston Public Library for the term ending April 30, 1934, this day appeared and was sworn as such officer.

Attest: /s/ W. J. Doyle

City Clerk

August 5, 1929

A communication dated July 25 from Mr. W. J. Doyle, City Clerk, suggesting that a room or floor be provided in the Edward Kirslein Memorial Library for a municipal reference library, was read and referred to the Director.

A communication dated July 23 from the Quaker Building Company asking permission to submit a proposition for supplying heat and light for the Edward Kirslein Memorial Library building, was read and referred to the Architects of the building.

A request from the Board of Election Commissioners for permission to use the basements of the Brighton and West Roxbury branches for registration and polling places for the forthcoming city election, was granted.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$2,758.71, for Bindery \$69.08 and for Printing Department \$93.92.

The President reported that since the last meeting on June 21, 1929, the following action had been taken subject to confirmation at a later date. Purchase authorized: miscellaneous supplies for the Central Library and branches to the amount of \$3,669.62, for Bindery \$552.56 and for Printing Department \$407.10. Bills allowed and ordered paid: July 31st draft, chargeable to the general appropriation amounting to \$21,839.73, to trust funds income \$1,100.77, and to the special appropriation for foundation improvements, etc. \$22,461.35. Bills paid by special draft: chargeable to the general appropriation, to the Johnson Marble Company \$653.55, final payment on contract for repairs to marble floors; to George W. Nisell Company, \$459, first payment on contract for cutting and setting in connection with the replacement of the pneumatic tube system; and to John Targuier's Sons, \$2,432.96, second payment on contract for repairs to condensation roof; chargeable to the special appropriation for foundation improvements, etc. to J. R. Worcester & Co. \$2,500 for professional services; and chargeable to the special appropriation for fireproofing, improvements, etc. to Walter R. Wentworth Company \$221.25, final payment on contract for fireproofing.

This action was approved and confirmed.

The President reported that on June 26, proposals were received for the installation of an exhaust fan, as follows:

B. F. Hurlburt Company	\$4,089
C. F. Gay Engineering Company	4,325
George H. Piggitt Company	4,800

August 5, 1929

and on recommendation of the Engineers, French & Hubbard and with the approval of the Mayor, the contract was awarded to the O. F. Starbuck Company and executed on July 29.

Also, that on July 8, proposals were received for the reconstruction of the fountain basin, as follows:

M. Dolmans	\$8,735
Archibald Sullivan	8,923
George W. Nicoll Co.	8,927
Hill & McLaury	9,056
J. A. Spangenberg	9,125
J. F. Brock Co.	9,340
Walter A. Westworth	10,475
Gibson & Williams, Inc.	12,449

and on recommendation of the Architects, Fox & Gale, and with the approval of the Mayor the contract was awarded to Archibald Sullivan and executed on July 29.

This action was approved and confirmed.

The President reported that on July 18, proposals were received for painting and painter's work at certain branches of the Library, as follows:

Arthur D. Kanert	\$2,230
Louis E. Steensen	2,271
Thomas J. Connor	2,392
John J. Bradley	2,457
M. J. McDermott	2,670
C. F. Daniels Co.	3,258
J. J. Buckley Co.	3,287
J. Mannos & Son, Inc.	4,245
W. J. O'Connor	4,565.50
William P. Shan	4,575
Frank C. Dolan	5,090

and that on July 25, proposals for rubber flooring in the Periodical Rooms and Teachers' Room, Central Library, were received as follows:

United States Rubber Co.	\$3,379
Delaware Products Co.	3,573

and on recommendation of the Architects, Fox & Gale, it was

Voted: that the proposals of Arthur D. Kanert for painting, and the United States Rubber Company for rubber flooring, be accepted subject to the approval of the Mayor; and the President authorize to execute contracts for the same.

The President reported that a memorial tablet to Thomas Sergeant Perry, offered to the Library by friends of Mr. Perry on October 18, 1928, was placed in position in the court on July 18, 1929.

Special privilege cards were granted to Wilbur H. Burnham, Laclede Company of America, Edith W. Fisher, H. B. Humphrey Company, American Advertisers, Art-Lite, Levin Sprunger, R. H. Stearns Company and the Travelers Insurance Company.

Mr. Buxton for the committee on the Mt. Bowdoin and Orient branches, reported that the remodeling of the building, the proposed new

August 5, 1929

quarters for the Mt. Bowdoin Branch, is going forward satisfactorily, and that the building will be ready for occupancy on October 1, and the President was authorized to execute a lease of the premises, approved by the Law Department, at an annual rental of \$2000 beginning October 1, 1929.

Mr. Abbott reported in the matter of proposed new quarters for the Orient Heights Branch, that he had examined several propositions submitted to him, and approved the offer of Harold A. Rudnick to erect a building with library quarters satisfactory to the Trustees and ready for occupancy by November 1, 1929; and the Director was requested to inform Mr. Rudnick that his offer is accepted at an annual rental of \$2400.

The Director presented a letter from Mr. Allen R. Frederick, landlord of the premises now occupied by the Orient Heights Branch, stating that repairs are being made on the building, and asking what the Library will require in the way of improvements; and this letter was referred to the President for report at the next meeting.

The Director presented a lease of the enlarged quarters for the Andrew Square Branch, approved by the Law Department, at an annual rental of \$2000, beginning August 1, 1929, which was approved.

Mr. George H. Brazier of the J. R. Worcester Company appeared at this time at the request of the President, to report on the progress and progress of the work on the foundations, and additional work to be done; and on motion of Mr. Currier, it was

Voted: that the President present to the Mayor a general outline of the situation, and a request for an additional appropriation of \$100,000 to carry on and complete the work.

Mr. Brazier presented bills from the Blakeslee Rollins Corporation for labor and expense on the repair and reconstruction of the foundations amounting to \$17,253.82, and from the J. R. Worcester Company for professional services in connection with the same amounting to \$1,016, which were approved and ordered paid: charges to the special appropriation for foundation improvements, etc.

On motion of Mr. Buxton, it was

Voted: that the plans and specifications prepared by Putnam & Co. for the construction of the Edward Einstein Memorial Library building, be approved.

A letter dated August 1 was received from Fox & Gale, Architects, reporting on the proposed work of repairs to the marble flooring

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and the replacement of bronze inlays in the entrance hall of the Central Library Building; and recommending that on account of the character of the work the contract be awarded without competition to the Johnson Marble Co. at an estimated cost of \$9.571; and it was

Voted: that the President be requested to ask the Mayor's permission to award this contract without advertising for bids, in accordance with the recommendation of the Architect.

Voted: that during the summer months and until the next regular meeting of the Corporation, the Director is authorized to contract for such labor and repairs as may be required; and if necessary, to employ extra and substitute service within the limit fixed by the salary schedule.

Voted: that during the summer months and until the next regular meeting, any member of the Corporation is authorized to approve lists of books and miscellaneous supplies submitted by the Director for purchase.

Voted: that during the summer months and until the next regular meeting, the President or Vice President and any member of the Corporation constitute a committee ^{to award} contracts for repairs and improvements; and that any member of the Corporation is authorized to execute such contracts on behalf of the Corporation, within the budget allowance.

Disposed:

Bills Jan Deery
Berk

September 30, 1929

Monday, September 30, 1929

A regular meeting of the Corporation was held in the Trustees' room at 2.30 o'clock p.m.

Present: Messrs. Abbott, Burton, Currier and Kirklin.

The President Mr. Abbott in the chair.

The record of the meeting of August 5, 1929 as presented, was approved.

Circular letters No. 73 to 76 from the Mayor's office were read and ordered placed on file.

The President reported that since the last meeting of the Trustees the following action had been taken: Purchase authorized: Miscellaneous supplies for the Central Library and branches to the amount of \$12,463.95, for Binding \$938.98 and for Printing Department \$306.97. Bills allowed and ordered paid: August 31st requisition chargeable to the general appropriation

September 30, 1929

amounting to \$19,528.82, to trust funds income \$476, and to the special appropriation for fireproofing, improvements, etc. \$485; September 30th requisition chargeable to the general appropriation \$21,833.59, to trust funds income \$127.60 and to the special appropriation for fireproofing, improvements, etc. \$128. Special drafts: to Archibson & Sullivan, \$2,354.50, first payment on contract for reconstruction of fountain basin, to George W. Nicoll Company \$441, for cutting and patching in connection with the replacement of the pneumatic tube system; chargeable to the general appropriation for 1929; to Walter A. Wentworth Company, \$3,807.59, third payment on contract for work on Special Libraries floor; chargeable to the special appropriation for fireproofing, improvements, etc.; to Blakeslee Rollins Company, \$24,971.89, third payment and commission on contract for foundation improvements, and to J. R. Worcester Company, \$2,925.07 for professional services; chargeable to the special appropriation for foundation improvements. This action was approved and confirmed.

The President reported also that on August 30 he executed a contract with the Johnson Marble Company in the sum of \$9.571 for the repair of the marble floor in the entrance hall, awarded without competition under approval of the Mayor; and this action was approved and confirmed.

Voted: that there be allowed and paid to the Lamson Company the sum of \$7,718, first payment on contract for the replacement of the pneumatic tube system, and to Jay & Cole, \$1,578.50 for professional services; chargeable to the special appropriation for fireproofing, improvements, etc.; and that the President sign requests on the City Auditor for special drafts in favor of said payments.

Communications from the Corporation Council in relation to the Mount Heights Branch quarters, and from the School Department in the matter of proposed quarters for library use in the new Continuation School, were read and ordered placed on file.

The Director presented a survey of the branch system with suggested extensions, which was considered and laid upon the table.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service charges take effect October 4 unless otherwise indicated:

Grade increase in pay
Bradford M. Hill, Assistant Branch Department, \$25 to \$27 per week
Mary S. McElman, Assistant Branch Department, \$18 to \$20 per week

September 30, 1929

Caroline Curtis, general assistant Uphams Corner Branch, \$18 to \$20 per week
 Etta Kessel, general assistant, Dorchester Branch, \$20 to \$22 per week
 Gladys M. Moore, general assistant Mt. Vernon Branch, \$20 to \$22 per week
 Grace L. Murray, librarian Hyde Park Branch, \$23 to \$25 per week
 Olive M. Nelson, general assistant Dorchester Branch, \$20 to \$22 per week
 Anna E. Pope, general assistant North End Branch, \$23 to \$25 per week
 Katherine W. Pomeroy, children's lib. Rolindale Branch, \$25 to \$27 per week
 Susan W. Pomeroy, general assistant Codman Square Branch, \$20 to \$22 per week
 Horriet A. White, second assistant Dorchester Branch, \$24 to \$25 per week
 Patrick Brennan, printer, Brighton Branch, \$31 to \$33 per week,
 and on account of the re-grading of the following branches under the rules adopted by the Trustees on May 13, 1923:

Marion E. Kington, librarian Dorchester Branch, \$35 to \$37 per week
 Margaret S. Barton, first assistant Dorchester Branch, \$28 to \$29 per week
 Katherine J. Muldoon, librarian Allston Branch, \$32 to \$35 per week
 Annie M. Donovan, librarian Rolindale Branch, \$35 to \$40 per week.

Promotion Elizabeth B. Bondreau, second assistant Charlestown Branch to the position of first assistant Allston Branch, without change in pay
 Marion M. Love, general assistant Tyler Street Branch to the position of first assistant North End Branch, \$24 to \$27 per week
 Eleanor E. O'Searry, general assistant North End Branch, \$24 to \$25 per week
 Annie Reis, second assistant South Boston Branch to the position of first assistant, East Boston Branch, without change in pay
 Mary A. Hackett, general assistant South Boston Branch to the position of second assistant, \$22 to \$25 per week.

Transfer Ruth Marie Hayes, children's librarian Codman Square Branch, to South End Branch, with grade increase in pay from \$25 to \$27 per week
 Geraldine H. Madlen, general assistant Jamaica Plain Branch, to Memorial Branch, with grade increase in pay from \$20 to \$22 per week
 Lucia M. Stevens, children's librarian Mt. Vernon Branch to the position of acting librarian Tyler Street Branch, without change in pay.

Appoint to regular service

Richard G. Husley, assistant to Director, \$2700 year, as of Sept. 10
 Elizabeth B. Brockman, assistant Director's office, \$27 per week
 Hope Benjamin, assistant Director's office, \$25 per week
 Ruth S. Berlin, assistant ordering Department, \$21 per week
 Gertrude E. Steinmann, assistant ordering Department, \$22.50 per week
 Elizabeth J. Coleman, assistant Registration Department, \$18 per week
 Editha Ewing, assistant to Supervisor of Training Class, \$25 per week
 Louis Aschhoff, assistant Information Office, \$19 per week

Issue Department

Ellen M. Perry, index Examined and Harry C. Fletcher, \$15 per week, each
 Grace M. Marston, Lillian Matzkin and Beatrice D. Kinsland, \$13 per week, each

Branches

Marion K. Abbott, general assistant Uphams Corner, \$20 per week
 Edna Coffin, assistant Grant Street, \$24 per week
 Anna J. Colapane, general assistant Tyler Street, \$22 per week
 Katherine M. Collins, general assistant South Boston, \$22 per week
 Helen A. Cornell, general assistant Neponset, \$18 per week
 Mary V. Galvin, assistant Parker Hill, \$20 per week
 William P. Hoar, general assistant Hyde Park, \$20 per week
 Veronica G. Moran, general assistant Memorial, \$20 per week
 Anna G. Peck, general assistant Tyler Street, \$20 per week
 Helen Sigoff, general assistant Mt. Vernon, \$22 per week
 and under Civil Service certification
 Albert D. Hunt, Carpenter, Engineer's Department, \$40 per week, as of June 26
 George H. Mackin, printer West Roxbury Branch, \$31 per week, as of June 24.

Increase in pay to conform to rates now paid in other city departments, to date from May 31: Engineers: Edward H. Rehms, \$48 to \$51 per week, Nels J. Herland, Garrett Lacey, Owen J. McGuire and Ernest J. Rousseau.

September 30, 1929

\$45 to \$48 per week, each; firemen and watchmen: Robert J. Bonang, John H. Laugan, Edward McDonnell, Phil J. Donovan, Paul J. Harrington and Mrs. J. Kenney, \$39 to \$40.50 per week, each.

On recommendation of the Director, the following employees were allowed pay for absence on account of illness: Elizabeth Brereton, cleaner, Central Library, three weeks, Budget Day, cleaner, Central Library, three weeks, E. Carolyn Merrill, cataloguer, Catalogue Department, nine weeks, Mary C. Sheridan, first assistant Issue Department, six weeks, Florence J. Richards, assistant Shelf Department, two weeks.

Special privilege cards were granted to Rufus E. Bowen, Joseph G. Brin, J. Lawrence Carroll, Chambers & Wiswell, Ruth S. Conant, Frederick P. Cowan, Jose Manuel Gonzales, Great Atlantic & Pacific Tea Company, Stuart B. Haggan, Richard H. Houghton, William L. Kennedy, Robert G. Loring, M.D., Nathaniel Mason, and the Ray Engineering Company.

The following persons were appointed on the Examining Committee for 1929, and the President joined with the Committee as Chairman, as required by the Ordinance: Miss Anna M. Bancroft, Hon. James M. Curley, Mr. Frederic H. Curtiss, Mr. William J. Davidson, Mr. Wallace B. Donham, Mr. Carl Dreyfus, Mr. Albert W. Finlay, Mr. Hollis French, Miss Susan J. Ginn, Mr. Francis L. Higginson, Mr. Henry S. Howe, Mr. M. A. DeWolf, Mr. Henry Lewis Johnson, Mr. Melville D. Luning, Mrs. Edward L. Logan, Mr. Percival Merritt, Prof. Kenneth B. Murdoch, Mr. George R. Nutter, Hon. James P. Parmenter, Mr. Roger L. Seale, Mr. Samuel Silverman, Rev. William M. Simson, S.J., Mr. B. D. Updike, Mr. Kenneth G. T. Webster, Mrs. Barrett Wendell and Mrs. Eva Whitney White.

Voted: that the next regular meeting of the Corporation be on Friday, October 11, 1929 at 10 o'clock p.m.

Dissoled.

Della Jan Deery
 clerk

October 11, 1929

Friday, October 11, 1929

Date for regular meeting of the Corporation at 4 o'clock p.m.

Messrs. Abbott and Buxton.

There being no quorum, Messrs. Abbott and Buxton took the following action subject to confirmation by the Board at a later date.

Circular No. 77 from the Mayor's office was received and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,852.64, for Bindery \$442.96 and for Printing Department \$79.70.

On recommendation of the Director, Mary A. Reynolds of the Peace Department was granted a leave of absence of three weeks, without loss of pay, on account of illness.

The following persons were added to the Examining Committee for 1929: Mr. Frank D. Bemis, Mrs. Frank D. Cornerford, and Mr. William B. Snow.

Special privilege cards were granted to the Magazine Features Department of the Christian Science Monitor, Edward J. P. Graham, Louise Kerr, Harold King, Mary E. Laing, Victor D. Carlson and The Philip Carey Company.

The President was directed to request the Mayor's permission to continue the contracts with J. R. Worcester Company, consulting engineers, and the Blake Robbins Corporation, general contractors, for work on the building foundations, at an approximate cost of \$100,000.

Lella Jean Barry

Blank

October 28, 1929

Monday, October 28, 1929

Date for regular meeting of the Corporation at 2 o'clock p.m.

Present: Messrs. Abbott and Buxton.

There being no quorum, Messrs. Abbott and Buxton took the following action subject to confirmation by the Board at a later date.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,894.22, for Bindery \$42.64 and for Printing Department \$7.95.

October 28, 1929

Mr. Arthur H. Cole was added to the Examining Committee for 1929.

A check for One thousand dollars (\$1000) was received from Mr. Louis E. Kirstein, a gift to the Library, to be added to the "Louis E. Kirstein Fund", and it was

Voted: that the gift be accepted and added to the "Louis E. Kirstein Fund" and the income used in accordance with the terms of Mr. Kirstein's original gift of October 3.

The Director presented his budget estimates for the maintenance of the Library for 1930, as follows:

A- Personal Service	\$ 812,000
B- Service other than personal	167,985
C- Equipment	173,200
D- Supplies	45,730
E- Materials	32,000
F- Special items	864

\$1,231,779

and he was authorized to forward the same to the Budget Commissioner.

Lella Jean Barry
Blank

Friday, November 15, 1929

November 15, 1929

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Abbott, Buxton, Connolly, Currier and Kirstein.

The President Mr. Abbott in the chair.

The record of the meeting of September 30, 1929 and reports of action taken on October 11 and 28, 1929 as presented, were approved.

The President reported that since the last meeting of the Corporation the following action had been taken: Purchase of miscellaneous supplies for the Central Library and branches to the amount of \$3,325.45, for Bindery \$235.26 and for Printing Department \$85.70. Bills allowed and ordered paid: October 31st requisition chargeable to the general appropriation amounting to \$21,525.74 and to trust funds income \$612.12. By special draft: Archdeacon & Sullivan, \$2,925.70, Arthur D. Kanert \$1,708.50, and the U. S. Rubber Company, \$2,872.15; chargeable to the general appropriation 1929; Johnson Service Company \$500, Walker & Wentworth Company \$4,000; chargeable to the special appropriation for fireproofing, improvements,

November 15, 1929

etc.; and Blakelee Rollins Corporation #20,908.15, J.R. Worcester & Co. #1,777.19 and #1,716.45: chargeable to the special appropriation for Foundation Improvements, etc.

This action was approved and confirmed.

The following communication from the City Council was read and ordered placed on file:

City of Boston, In City Council

Ordered: That the sum of \$100,000 be and the same hereby is appropriated to be expended under the direction of the Board of Trustees of the Boston Public Library for Central Library Building, Foundation Improvements, etc. and that to meet said appropriations the City Treasurer be and hereby is authorized to issue, from time to time, at the request of the Mayor, bonds or certificates of indebtedness of the city to said amount.

In City Council September 23, 1929. Read once and passed - yeas sixteen, nays none.

In City Council October 7, 1929. Read a second time and again passed - yeas twenty, nays none.

Approved by the Mayor October 13, 1929, he certifying on the original order that the foregoing loan order is not, in his opinion, to meet a current expense.

Attest: (Signed) W. J. Doyle, City Clerk

An order from the City Council passed on October 21, 1929 requesting the Trustees through His Honor the Mayor, to establish a branch of the Library in the Roxbury section of Ward 18, was referred to the President for reply to the effect that it is the policy of the Trustees not to extend the existing system until they have funds to maintain the present system in satisfactory condition.

On motion of Mr. Kirstein, it was

Voted: that the budget for 1930 presented to the Mayor on November 1, 1929, be amended by requesting a sum of \$200,000 for books and an addition of \$40,000 for improvement and extension of the present branch library system.

A letter from Putnam Day, Architect of the Kirstein Memorial Branch Library building, dated November 1, being a report and recommendation on the matter of electric light and power for that building, was on motion of Mr. Burton, referred to the President with power; together with the matter of connecting the building with City Hall for the supply of heat.

Mr. Kirstein presented a request addressed to him by the Forest Hills Improvement Foundation for the establishment of a branch of the Library in the Forest Hills district; which was read and ordered placed on file.

November 15, 1929

A communication from the Orient Heights Post 54, American Legion, protesting against the change of location of the Orient Heights Branch of the Library, was read and ordered placed on file.

The President presented estimates from Charles Durham of \$700 for cleaning the Pavis de Charannes murals, and from Walker A. Wentworth Company, of \$350 for furnishing and erecting staging for carrying on the work; which on motion of Mr. Burton were approved and accepted.

The Director presented a communication addressed to him by Mr. H. C. Bentley, President of the Bentley School of Accounting, offering to give to the Library his collection of books on the subject of bookkeeping, together with a small fund, and to add to the collection from time to time, provided he may be known as the donor of the same, and on motion of Mr. Currier, it was

Voted: that the gift be accepted with the thanks of the Trustees, to be administered under the direction of the Director.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service changes take effect at the dates named:

November 1: Grade increases in pay

Helen Schubarth, Auditor, \$140 to \$145 per week
 Harriet V. Mulloy, assistant Ordering Department, \$25 to \$27 per week
 Gertrude Schulte, Assistant Branch Department, \$17 to \$20 per week
 Pauline L. Lyon, Assistant Mattapan Branch, \$20 to \$22 per week
 Irena M. Stollman, assistant, Jamaica Plain Branch, \$23 to \$25 per week
 Ida Asperkoff, Librarian Mattapan Branch, \$31 to \$32 per week
 Ruth B. Sather, assistant Bodman Square Branch, \$27 to \$29 per week
 Margaret A. Maloney, assistant South End Branch, \$16 to \$18 per week
 André Reis, assistant East Boston Branch, \$27 to \$29 per week
 Elizabeth M. Kernachan, assistant Mt. Vernon Branch, \$26 to \$28 per week
 Lisette Amick, assistant Memorial Branch, \$27 to \$29 per week

Promotion

Mary M. McDonough, from Issue Department to Information Office, with increase in pay from \$25 to \$27 per week; and in the Issue Department:

Santa M. Costa, \$21 to \$23 per week
 Mary J. Daly, \$19 to \$21 per week
 Elsie C. Partridge, \$17 to \$18 per week
 Helen M. Barry, \$15 to \$16 per week
 Alice J. Smithers, \$14 to \$16 per week
 Beatrice J. Cushead, \$13 to \$15 per week
 Katherine J. Collins, Sewer, Building, to position of foreman, \$23.50 to \$25.50 per week
 Louise Lantz, Assistant East Boston Branch, to Orient Heights Branch, \$22 to \$24 per week
 Mary Golden, Second Assistant Bodman Square Branch to the position of reference assistant, \$27 to \$29 per week

November 15, 1929

Appoint to regular service

- ✓ Ruth Bickovsky, assistant Branch Department, \$16 per week
 Mary E. McMahon, general assistant North End Branch, \$22 per week
 Mildred Kimball, general assistant Mattapan Branch, \$20 per week
 Sophie Osipow, general assistant South Boston Branch, \$16 per week
 Gertrude Singler, general assistant Codman Square Branch, \$18 per week
 Anna G. Bell, general assistant Dorchester Branch, \$16 per week
 and under Civil Service Classification
 Margaret E. A. Treacy, assistant Auditor's office, \$18 per week, Oct. 15
 ✓ Barbara A. Kaylor, assistant Auditor's office, \$18 per week, Oct. 21
 John Joseph Doyle, watchman, Central Library, \$40.50, Oct. 5

November 15, grade increases in pay

- Julia H. Barry, general assistant Brighton Branch, \$18 to \$20 per week
 Mary F. Hackett, general assistant Uphams Corner Branch, \$18 to \$20 per week
 Helen L. Lambert, general assistant South End Branch, \$20 to \$22 per week

Promotion

- Edgar Johnson, general assistant Dorchester Branch to position of
 Children's Librarian, East Boston Branch, \$25 to \$27 per week

Appoint to regular service

- Samuel Kaimowitz, assistant Information Office, \$12 per week
 and under Civil Service Certification
 Mary Catherine Oylward, sewer, Binsery, \$23.50 per week, Nov. 4
 Edward Joseph Mork, engineer Central Library, \$48 per week, Nov. 4.

A request from the Employees' Benefit Association for permission to operate their post card counter in the Library on Sundays, was granted.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$811.42 and for Binsery \$139.50.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation amounting to \$22,719.92 and to trust funds income \$1,454.21; and by special draft, to the Walter A. Wentworth Company \$4,847.69 chargeable to the special appropriation for fireproofing, improvements, etc.; to Blackstar Pollins Corporation \$15,358.14 for labor and materials and \$2,303.72 commission, and to J. R. Worcester Company \$1,501.26, professional services: chargeable to the special appropriation for Foundation Improvements, etc.

Special cards were granted to the Board of Christian Education of the Presbyterian Church, Frederick M. Brooks, Mother Looman, Claribel Egbert, Equitable Life Assurance Society, Hazel M. Fletcher, Baldwin W. Gause, Morris Goodman Co. Maude S. Hallam, Olivia M. Hobgood, Mother Kamm, Frances McJaw, Jean J. Mardin, N. E. Trust Company, Bush Bay Branch, Theodore J. M. Newton, Major J. H. Pelot, U. S. A., Second

November 15, 1929

National Bank, and Benjard D. Wygant.

Mr. Burston, committee on the Printing Department, reported that he had given considerable attention to the matter of the reorganization of the Department, and had interviewed several candidates for the position of chief; and he recommended that John F. Brennan be engaged as chief of the Printing Department. On recommendation of Mr. Currier, the report was approved and accepted.

Dissolved:

Della Jean Deery
 clerk

Friday, November 29, 1929

November 29, 1929

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p. m.

Present: Messrs. Burston, Connolly and Kirstein.

The Vice President Mr. Burston in the chair.

The record of the meeting of November 15, 1929 as presented, was approved.

An order from the City Council dated November 12, 1929 requesting the Trustees through His Honor the Mayor to provide for the establishment of a branch of the Library at Forest Hills, Ward 19, was referred to the Director for reply in accordance with the policy of the Trustees in such matters.

A letter from Mr. Gamaliel Bradford offering on behalf of a committee, as a gift to the Library, a memorial tablet to Katherine Lee Bates, was referred to the Director for examination and report.

A request from the New England Telephone and Telegraph Company for permission to place two telephone poles and a push base on land in the rear of the Brighton Branch building, was on motion of Mr. Kirstein, referred to the Law Department.

The Director reported that on November 22, the President signed bills payable from funds on deposit in London, amounting in the aggregate to \$14,710.01; and this action was approved and confirmed.

Voted: that there be allowed and paid to the U. S. Rubber Company the sum of \$506.85 final payment on contract dated August 24, 1929, for rubber flooring Central Library building; and that the President or Vice President sign a request on the City Auditor for a special

November 29, 1929

draft in favor of said payment, said amount to be charged to the general appropriation 1929.

The Director's report was read by him.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$2,014.15, for Bindery \$264.25 and for Printing Department \$48.70; and chargeable to the special appropriation for fireproofing, improvements, etc. \$200.70.

The Director presented a communication addressed to him by the Corozoe Company of Boston proposing the installation of corozoe in the Newspaper Room, Central Library; which was referred to him for further information.

On recommendation of the Director, it was

Ordered: that the following service charges take effect at the dates named

November 15: To conform to an agreement with the Mayor and officials of the Firemen's Union, increase in pay to Robert J. Bonang, John H. Hanagan and Edward McDermott, firemen, and John J. Doyle, Paul J. Harrington and John F. Conway, watchmen, \$40.50 to \$41.50 per week, each;

November 29: Grade increases in pay:

Katherine G. Sullivan, assistant Bates Hall, \$20 to \$27 per week
 Kenneth E. Barnes, assistant Newspaper Room, \$18 to \$20 per week
 Adele L. Saver, assistant Registration Department, \$18 to \$20 per week

Appoint to regular service

John J. Connelly, assistant Patent Room, \$20 per week.

Special cards were granted to Conrado E. Parks, Charles F. Burnham, Harold P. Gurney, Edwin Q. Kirkpatrick, Leo Roberts, and John Wilson.

Dissolved:

Wells Jean Deery
 clerk

Friday, December 13, 1929

December 13, 1929

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Burton and Currier.

The President Mr. Abbott in the chair.

The record of the meeting of November 29, 1929 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$2,361.02, for Bindery \$29.57 and for Printing Department \$274.25.

The following bills payable by special draft, were allowed and ordered paid: John Jargubars Sons, Inc. \$89.67 and \$1,311.60, third and fourth payments on contract for repairs to carbonation roof; Archdeon Sullivan \$2,138.60, third payment on contract for reconstruction of fountain basin; Arthur D. Kanert, \$301.50, final payment on contract for painting at branches: chargeable to the general appropriation 1929; and to Walter A. Wentworth Company, \$5,467.84, sixth payment on contract for alterations Special Libraries' floor: chargeable to the special appropriation for Central Library building, fireproofing, improvements, etc.

On recommendation of Fox & Gale, Architects, a change in the contract of the Walter A. Wentworth Company for alterations, Special Libraries' floor, was approved as follows: miscellaneous protective measures and improvements, at an additional cost of \$1,991.12.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service charges take effect December 13 unless otherwise indicated:

Grade increases in pay:

Grace M. Canham, assistant Auditor's office, \$25 to \$27 per week
 Grace M. Marvin, assistant Issue Department, \$13 to \$15 per week
 Mary V. Golwin, assistant Parker Hill Branch, \$20 to \$22 per week
 Evelyn D. Gresham, assistant Andrew Square Branch, \$22 to \$25 per week
 Veronica B. Moran, assistant Memorial Branch, \$20 to \$22 per week
 Cecilia M. Muzzo, assistant Charleston Branch, \$22 to \$25 per week
 Pauline A. Walker, assistant West End Branch, \$22 to \$25 per week
 Elizabeth H. McShane, librarian Andrew Square Branch, \$34 to \$37 per week

Appoint to regular service: Catalogue Department

Everett P. Jewellbury, catalogue, \$30 per week
 Alice E. Haskett, assistant Card division, \$23 per week

Isabelle L. Fice, assistant card division, \$18 per week

Helen M. Ryan, clerk, Bindery, \$18 per week

beginning December 2: under Civil Service certification.

December 13, 1929

The Director presented for consideration the matter of a contract for transportation service between the Central Library and branches; and he was directed to advertise for proposals for the same.

The Director presented a communication addressed to him by the landlord of the premises occupied by the Jeffries Point Branch, offering additional space for the operation of the branch, which was referred to him for further examination and report.

Special cards were granted to Hazel Hammond Albertson, Teresa M. Gallagher, Isabelle W. Lawrence, Rio Margotta, and the Metropolitan District Water Supply Commission.

Disclosed:

Allen Jan O'Leary
Block

January 10, 1930

Friday, January 10, 1930

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Burton, Currier and Kirstein.

The President Mr. Abbott in the chair.

The record of the meeting of December 13, 1929 as presented, was approved.

The President presented a letter addressed to him by the Mayor, suggesting the creation of a trade school library in the quarters assigned to the Library in the Continuation School building on Common Street, and recommending an early conference with a view to outlining a program for such service; and the President was requested to reply that the Trustees are glad to give consideration to the suggestion, and will arrange for a conference on the same as soon as sufficient information is available.

A letter dated December 29, 1929 was received from the Quaker Building Company, presenting an agreement for the supply of electric current for the Kirstein Memorial Library building, which was approved subject to the addition of a discontinuation clause, and the President authorized to accept the same.

A letter dated December 30, 1929 from F. R. Worcester Company, being a report on the financial situation of the special appropriation for foundation improvements, and progress of the work under the same, was read and ordered placed on file.

January 10, 1930

A letter dated January 6 was received from Fox & Gale, Architects, including a statement of the present condition of the special appropriation for fireproofing, improvements, etc. and work under the same, together with a schedule of proposed additional work to be undertaken under the appropriation; and the Director was requested to furnish further information concerning this additional work.

A report from Fox & Gale dated January 9, on the present condition of the condensation roof, and a recommendation that the work be continued by John Fargue's Sons, Inc. at a cost not to exceed \$4000, was approved, and the President was authorized to request the Mayor's permission to award this contract without competition.

The Director's report was read by him.

The Director was authorized to purchase according to a list submitted by him, and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,760.65, for Bindery, \$1,691.47 and for Printing Department \$111.20.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation 1929, \$20,578.68; also, by special draft, to the Lamon Company \$1,422, final payment on contract for pneumatic tube system; B. F. Shirkout Company, \$4,059, final payment on contract for exhaust fan; and John Fargue's Sons, Inc. \$1,822.40 final payment on contract for repairs to condensation roof, all chargeable to the general appropriation 1929; and to the Blackless Rollins Corporation \$3,877.92 and \$581.69 on account of contract for foundation improvements, chargeable to the special appropriation for such work.

Voted: that on the contract of John Fargue's Sons, Inc. dated March 15, 1929 for the renovation of portions of the condensation roof, no amount be withheld under the provisions of Chapter 149 of the General Laws, as the interests of the City are sufficiently protected.

The Director reported that since the last meeting of the Corporation on December 13, the following action had been taken: Purchases authorized, miscellaneous supplies for the Central Library and branches to the amount of \$1,420.90, for Bindery \$84.66 and for Printing Department \$87.05. Bills allowed and ordered paid: December 31st requisition chargeable to the general appropriation amounting to \$38,804.48, to trust funds income \$901.45, and to the special appropriation for

January 10, 1930

fireproofing, improvements, etc. \$430; and by special draft to Blakelee Rollins Corporation #15,051.84 and #2,257.78, and to F. R. Worcester Company #1,471.32, chargeable to the special appropriation for foundation improvements etc.

Voted: that this action be approved and confirmed.

The Director reported that on Monday, December 6, proposals were received for the transportation of books and other library material between the Central Library and branches, as follows: The Hampden Company \$139.75 per week, and Thomas Lee \$212.40 per week, and on his recommendation the proposal of the Hampden Company was accepted, subject to the approval of the Mayor, and the President authorized to execute the necessary contract therefor.

On recommendation of the Director, it was

Ordered that the following service changes take effect at the dates named:

Increments in pay

Christine Hayes, assistant Ordering Department, \$35 to \$37 per week
William D. O'Brien, assistant Ordering Department, \$20 to \$22.50 per week
Edwin Martin, assistant Issue Department, \$13 to \$15 per week
Katherine C. McPart, housekeeper, Central Library, \$30 to \$32 per week
Eda Borkoff, librarian Mattapan Branch, \$22 to \$23 per week
Anna G. Lynch, assistant Memorial Branch, \$24 to \$25 per week
Gerardine H. Madden, assistant Memorial Branch, \$22 to \$23 per week
Sarah Richman, assistant Andrew Square Branch, \$20 to \$22 per week
George H. Mackin, janitor West Roxbury Branch, \$31 to \$33 per week;

Promotion

Irene M. Hodgman, general assistant Jamaica Plain Branch to the position of second assistant, without present change in pay
Edna Coffin, assistant Orient Heights Branch to the position of general assistant Dorchester Branch, without present change in pay
Thomas Francis Brennan, assistant Catalogue Department to the position of Chief of the Issue Department, with increase in pay from \$42 to \$46 per week, January 10
Mary A. Jackell, second assistant South Boston Branch to the position of first assistant Dorchester Branch, with increase in pay from \$25 to \$27 per week, February 1;

Appointment to regular service

Theodore Davis Moray, Assistant Librarian, Executive Department, \$42.00 per year, January 13
Catherine M. Carpenter and Mary Ellen Collins, cleaners, Central Library, \$18 per week, each, to date from December 16, under Civil Service certification

Voted: that the title of Frank H. Chase be changed from Reference Librarian to Assistant Librarian, January 10.

The Director reported the retirement of Frank C. Blaisdell, Chief of the Issue Department, on December 31, 1929; and it was

Resolved: that the Trustees of the Public Library of the City of Boston record their warm appreciation of the faithful service rendered

January 10, 1930

to the Library during fifty-three successive years by Frank C. Blaisdell, Chief of the Issue Department, who has just reached the age of retirement. Always instinctively a gentleman, he has filled a succession of positions with loyalty and discretion, and has given a noteworthy example of steadiness and reliability in the performance of duty. The best wishes of the Trustees go with him as he leaves the service.

Voted: that Frank C. Blaisdell be appointed Assistant Librarian emeritus as of December 31, 1929.

On recommendation of the Director, the following persons were granted leave of absence without loss of pay, on account of illness: Mary Drager, cleaner, Central Library, seven weeks, and John F. Kenney, watchman, Central Library, four weeks.

The Director presented for consideration the matter of the purchase of the Franciscan Library of the late Paul Sabatier, which is offered for sale by Mme Sabatier at 110,000 francs; and after consideration, this purchase was approved.

As requested by the Board, the Director reported on the matter of the printing of Part V of the "Guide to Serial Publications", and presented estimates of cost; and he was requested to report further in the matter.

A petition was received from residents of the Fenwick-Oak Square district for enlarged library facilities in that district; and the whole matter of branch extension was discussed at some length, and the Director requested to prepare an outline of the policy of the Trustees in the matter of branch extension, for presentation to His Honor the Mayor.

Special cards were granted to Alice V. Brown, Eleanor G. Furlong, Lydia E. Minchin, Emma A. Sylvester, Elva C. Doker, and the Wetherly Granite Company, Inc.

Dissolved:

Della Jean Deary
Clerk

January 24, 1930

Friday, January 24, 1930

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Buxton, Currier and Kirstein.
The President Mr. Abbott in the chair.

The record of the meeting of January 10, 1930 as presented, was approved.

Numerous letters, petitions and orders from the City Council in the matter of branch library extension, were received from the Fenwick, Forest Hills, Franklin Field, Mattapan and Savin Hill districts, and laid upon the table for future consideration; and the Director was requested to acknowledge receipt of the same, and say that the requests will have careful consideration.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,626.60, for Binding \$1,000.14 and for Printing Department \$1.00.

The Director's report was read by him.

On recommendation of the Director it was

Ordered, that the following service changes take effect

January 24:

Grade increases in pay:

Jane J. Hasson, cleaner, Central Library, \$18 to \$20 per week
Frank M. Usher, assistant, French Department, \$33 to \$35 per week
Earl D. Smart, librarian, Boylston Branch, \$22 to \$23 per week.

Promotion

William E. Clegg, card division, Catalogue Department, to part of work performed by Thomas Francis Brennan transferred to the Issue Department, with increase in pay from \$28 to \$31 per week.

Benjamin W. Pudd, assistant Catalogue Department, to work in the card division, with increase in pay from \$23 to \$26 per week.

Helen R. Needham, general assistant Boylston Branch to position of second assistant, without present change in pay.

Appoint to regular service

Caroline Keene, general assistant Memorial Branch, \$20 per week.

The Director reported that since the last meeting of the Trustees on January 10, 1930, the following bills and special drafts had been signed by the Vice President: January 31st requisitions, chargeable to the general appropriation \$7,352.11 and to trust funds income \$457.99;

January 24, 1930

by special draft, chargeable to the special appropriation for fireproofing, improvements, etc. Walter A. Wentworth Company, \$14,672.39 on account of contract for work on the Special Libraries' floor; and chargeable to the special appropriation for Foundation Improvements, etc. Blakely Pallen's Corporation, \$11,701.21 and \$1,755.18 for work and commission on contract for foundation repairs, and J. R. Worcester, Inc. \$1,143.79 for professional services on the same; and it was

Voted, that this action be approved and confirmed.

The Director presented a letter addressed to him by the Superintendent of Public Buildings with reference to the possible storage of city documents in the basement of the Edward Kirstein Memorial Library building, and a copy of his reply to the same to the effect that no space is available in that building, but that the practicability of storing such documents in other library buildings will be taken under consideration.

Special cards were granted to Eleanor S. Burr, Lawrence Durbin, Inc., Eastern Gas & Fuel Associates, Constantine P. Ladan, Ladsine International, Inc., and the A. J. Dover Company.

The Director presented for consideration the adoption of a shift system for library service; and after consideration, it was informally

Voted, that the Trustees will approve [an amended form to] be prepared by the Director for presentation for further approval.

[To be completed at a later meeting.]

Ordered, that the salary of Charles F. D. Belden, Director, be increased from \$7,500 to \$10,000 per year, to take effect February 1, 1930.

Discussed:

Sulla January
desk.

March 28, 1930

Friday, March 28, 1930

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Buxton, Currier and Kirstein.

The Vice President Mr. Buxton in the chair.

The record of the meeting of January 24, 1930 as presented, was approved.

In Saturday, March 15, 1930, date assigned for a regular meeting of the Corporation, there being no quorum, Messrs. Buxton and Kirstein took the following action, subject to confirmation at a later date. Circulars No. 1 and 2 from the Mayor's office were received and ordered placed on file.

Orders from the City Council requesting the establishment of branches of the Library in the Mt. Hope, Parker Hill, Germantown, Day Square, Oak Square, Meeting House Hill, Mattapan, Readville, Savin Hill, Egleston Square, Sullivan Square, and Forest Hills districts, were received and ordered placed on file.

An order from the City Council requesting increase in the pay of custodians, was read and ordered placed on file.

The Director reported that since the last meeting of the Board on January 24, the following action had been taken: Supplies authorized for purchase, for the Central Library and branches to the amount of \$6,741.24, for Bindery \$224.46 and for Printing Department \$2,437.37. Bills all received and ordered paid: February 28th requisition, chargeable to the general appropriation amounting to \$30,644.95 and to trust funds income \$3,683.54. Special drafts: chargeable to the general appropriation, Archdeacon Sullivan \$1,309.20 on account of contract for renovation of fountain basin, John Terquhar's Sons, Inc. \$820.29 on account of contract for renovation of condensation roof, and the Johnson Marble Company \$3,970.35 on account of contract for repair of marble floors; and chargeable to the special appropriation for Foundation Improvements, Blakely Rollins Corporation \$16,190.24 and \$2,428.53 on account of contract for foundation repairs, and J. R. Worcester Company, \$1,582.61 for professional services on the same.

This action was approved and confirmed.

The report of the Examining Committee for 1929 was received, and ordered printed with the report of the Trustees.

March 28, 1930

A letter from His Honor the Mayor in relation to the proposed location of a branch of the Library on city property in Ward 10, was referred to the Director for report as to the amount of land required.

A letter from the Superintendent of ^{Public} Buildings inquiring as to the possibility of using the lecture hall of the East Boston Branch for sessions of the East Boston Court while the court house is being repaired, was referred to the Vice President.

A letter from Mr. John C. Gray, Architect, requesting consideration when an architect is selected for the proposed new branch library buildings, was read and ordered placed on file.

A letter addressed to Mr. Kirstein by Mr. Henry E. Burroughs, in relation to the placing of a street sign on the Edward Kirstein Memorial Library building, was referred to the Director for reply.

A check for \$2,052.23 was received from the Trust Department of the National Shawmut Bank, executor of the will of the late Charles H. L. N. Bernard, in payment of a bequest of \$2000 to the Library under the said will, and interest on the same, and it was

Voted: that the bequest be funded as the "Charles H. L. N. Bernard Fund" and the income expended for the purchase of books and other library material, unless otherwise ordered by the Board.

The Director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service changes take effect March 14, unless otherwise indicated.

Grade increases in pay

Henry C. Dacey, Bindery, \$33.25 to \$41.50 per week, February 3, completing his apprenticeship
Elizabeth B. Brackman, Executive Department, \$27 to \$30 per week
Hope Benjamin, Executive Department, \$25 to \$27 per week
Clara J. Isaac, Shelf Department, \$15 to \$18 per week
Kathleen M. Woodworth, Special Libraries, \$20 to \$22 per week
Helene P. McLaughlin, Registration Department, \$18 to \$20 per week
Muriel E. Gann, Branch Department, \$28 to \$30 per week
Walter J. Cahill, Bindery, \$25 to \$28 per week
William M. Belger, South Boston Branch, \$22 to \$23 per week
Eileen J. Hoar, Hyde Park Branch, \$20 to \$23 per week
Helen J. Moran, Brighton Branch, \$22 to \$24 per week
Helen R. Needham, Deylston Branch, \$24 to \$26 per week
Patrick J. Henry, janitor Hyde Park Branch, \$31 to \$33 per week

Promotion

Grace C. Brady, first assistant South Boston Branch to the position of librarian, Tyler Street Branch, \$29 to \$30 per week

March 28, 1930

E. Arthur Green, general assistant East Boston Branch, to Andrew Square Branch, \$22 to \$25 per week
 Marie M. Kennedy, general assistant South Boston Branch, to the position of second assistant, without present change in pay
 Pauline L. Lyon, general assistant Mattapan Branch, to the position of second assistant Hyde Park Branch, \$22 to \$24 per week
 Sara A. Lyon, general assistant Hyde Park Branch, to the position of first assistant East Boston Branch, \$25 to \$27 per week
 Mary W. Nichols, general assistant Roslindale Branch to Orient Heights Branch \$24 to \$24 per week
 Pearl D. Smart, librarian Boylston Branch to the position of librarian Mt. Brookline Branch, \$23 to \$27 per week

Transfers without change in pay

Margaret E. Burns, from Roxbury Crossing Branch to Branch Department, Central Library
 Mary A. Hackett, first assistant, from Dorchester Branch to South Boston Branch
 Louise Jents, general assistant, from Orient Heights Branch to Roslindale Branch
 Olive M. Neilson, general assistant, from Dorchester Branch to Orient Heights Branch
 Annie Reis, first assistant, from East Boston Branch to Dorchester Branch
 Theodora D. Scott, librarian, from Mt. Brookline Branch to East Boston Branch
 Lucia M. Spencer, acting librarian, from Tyler Street Branch to Boylston Branch, with increase in pay from \$27 to \$29 per week;

Appoint to regular service

Elizabeth B. Lewis, assistant Bates Hall Reference Department, \$33 per week
 Ingram Hoopes, assistant Bates Hall Reference Department \$20 per week
 Ursilla S. MacFarlane, assistant Special Libraries, \$28 per week
 Margherita E. Ferraro, assistant Children's Department, \$16 per week
 Louise M. Stanley, assistant Children's Department, \$16 per week
 Agnes M. Dunn, general assistant, Mattapan Branch, \$20 per week

On recommendation of the Director, the following persons were granted leave of absence without loss of pay, on account of illness: Marion H. Shumway, Executive Department, 28 days, John J. O'Brien, Pinkney, nine weeks, and Mary J. Curley, North End Branch, three weeks.

Voted: that Jean B. Lay of the Branch Department be allowed \$50 from the "Alice Lincoln Whitney Fund" on account of illness.

The following ^{bills} were allowed and ordered paid: March 31st requisition, chargeable to the general appropriation amounting to \$28,897.43 and to trust funds income \$909.65.

Special cards were granted to Margaret Newton Allen, Anniversary Editor of the Boston Transcript, Corozone Company of Boston, Dehydrating Process Co., Margery Greenleaf, Hela, Bushman Flint, Inc., Harrell Brothers, Inc., Mary Hurley, Industrial Engineering Construction Company, S.S. Learned Company, The Sherman Smith Company, Spencer Drake Company, Arthur Whitman Company, and Loring, Fitzpatrick & Murphy.

Voted: that this action be approved and confirmed.

March 28, 1930

The Vice President reported that on March 21 he signed special drafts as follows: chargeable to the general appropriation: John Targuhari's Sons, Inc. \$1,331.70 on account of contract for renovation of condensation roofs chargeable to the special appropriation for fireproofing, improvements, etc. Remington Rand Business Service, Inc. \$53,462.45 on account of contract for equipment Special Libraries' floor, and Walter A. Westworth Company, \$8,040.96 on account of contract for fireproofing, Special Libraries' floor, and chargeable to the special appropriation for foundation improvements: Blakelock Rollins Corporation \$9,466.10 and \$1,419.92 on account of contract for foundation repairs, and J. R. Worcester Company \$925.31 for professional services on the same; and it was

Voted: that this action be approved and confirmed.

The following order from the City Council was received and read:

City of Boston, In City Council

Ordered: that the sum of \$200,000 be and hereby is appropriated to be expended by the Trustees of the Boston Public Library for Branch Libraries, Establishment of, and that to meet said appropriation the City Treasurer be authorized to issue, from time to time, on request of the Mayor, bonds or certificates of indebtedness of the City to meet said amount.

March 15, 1930
 The foregoing loan order, recommended by the Mayor for adoption by the City Council, was filed with the City Clerk January 13, 1930, and was not rejected or withdrawn within sixty days after the date of said filing.

On March 15, 1930, the Mayor certified on the original order that the foregoing loan order is not, in his opinion, to meet a current expense.

Attest: (signed) W. J. Doyle

City Clerk

On motion of Mr. Currier, it was

Voted: that the location of the proposed new branch library buildings be referred to a committee consisting of the Vice President, Mr. Throckmold, and the Director; and

Voted: that Ralph Adams Brown be employed as architect of the proposed new building in the Parker Hill district, the details of his employment as well as all other matters connected with the work, to be to the satisfaction of the committee this day appointed, consisting of the Vice President, Mr. Throckmold and the Director.

March 28, 1930

Requests for consideration in the establishment of new branches were received from the Fenwick, Forest Hills, Franklin Hills, and Avon Hill districts, and were ordered placed on file.

The matter of the request of the Superintendent of Public Buildings for the use of the Lecture Hall of the East Boston Branch for temporary court purposes was again considered, and on motion of Mr. Kirstein, it was

Voted: that the request be granted.

The Director's report was read by him.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, Miscellaneous Supplies for the Central Library and branches to the amount of \$3,608.95, for Binding \$284.38 and for Printing Department \$131.67; and chargeable to the special appropriation for fireproofing, improvements, etc. \$312.

The Director presented for consideration, twenty Revolutionary and Pre-Revolutionary manuscripts, which he recommended for purchase at a cost of \$260, chargeable to the James Lyman Whitney Fund; and his recommendation was approved and adopted.

Special cards were granted to Harold H. Gould and to the Sagamore Color Chemical Company.

Dissolved.

Lilla Jean Deery
Clerk

May 2, 1930

Friday, May 2, 1930

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Buxton, Garner and Kirstein.

The Vice President Mr. Buxton in the chair.

The record of the meeting of March 28, 1930 as presented, was approved.

On Thursday, April 17, 1930, date set for regular meeting, there being no quorum, Messrs. Buxton and Kirstein took the following action subject to confirmation by the Board at a later date:

"Circulars No. 4 and 5 from the Mayor's office, and two letters in relation to the proposed location of new branches, were read and ordered placed on file.

May 2, 1930

The Director's report was read by him.

The following bills were allowed and ordered paid, chargeable to the general appropriation amounting to \$23,351.01 and to trust fund income \$904.86; and chargeable to the special appropriation for fireproofing, improvements, etc. \$405. Also, special drafts to Morgan, Guaranty Company of London, \$5,000 chargeable to the general appropriation and \$5,000 to trust funds income, to be placed to the credit of the Trustees for the purchase of books.

On recommendation of the Director, it was

Ordered: that the following service change take effect

April 18.

Grade increases in pay

Lillian Arnold, Ordering Department, \$25 to \$27 per week
Gertrude Steinmann, Ordering Department, \$22.50 to \$25 per week
Marion K. Abbott, Upham Corner Branch, \$20 to \$22 per week
Dorothy A. McLaughlin, Roslindale Branch, \$26 to \$27 per week
Jessie M. Klaidt, Roslindale Branch, \$28 to \$29 per week

Promotion

Mary A. Kavin, general assistant East Boston Branch, to the position of second assistant, without present change in pay.

Appointment of

Marquerite H. Donovan, general assistant Dorchester Branch, \$20 per week.

The Director recommended the following personnel for the Edward Kirstein Memorial Library, which was approved, to take effect on the opening of the Library, Wednesday, May 7:

For the Business Branch

Mary W. Dietrichson, Chief of the Statistical Department, Central Library, to the position of librarian, at \$3,000 a year.
Mary A. McElrath, temporary appointment as assistant at \$46 per week
William E. Bleggs, assistant Card Division Catalogue Department, Central Library, as assistant, at \$35 per week
Mary A. Tiele, appointment as assistant, at \$27 per week;

For the Library Branch

Grace C. Brady, Librarian Tyler Street Branch, to the position of librarian, at \$32 per week
Lillian Ginstburg, appointment as assistant, at \$25 per week.

On recommendation of the Director, the following persons were granted leave of absence without loss of pay: Frank H. Chase, assistant librarian, four weeks, additional vacation; Beatrice M. Hanagan, Librarian Memorial Branch, three weeks, additional vacation; and John J. Kenney, fireman, seven days, on account of accident.

The Director presented a letter addressed to him by

May 2, 1930

Mr. H. L. Hammond, inquiring as to the possible use of a portion of the land of the West Roxbury Branch by the West Roxbury Congregational Church in the event of the enlargement of the Church; and the matter was referred to the Law Department of the City.

The Director presented also a letter from Mr. Joseph Gardiff complaining that he tore his coat on the defective fence on the Bayden Street side of the Library building; and this also was referred to the Law Department.

The Director presented an offer from Mr. Edward L. Stevenson of a photographic hand-colored copy of the Nicholas Germanus Latin translation of the Geography of Claudius Ptolemy, in two volumes, at a price of \$1.00; and after consideration, the purchase was not approved.

Special cards were granted to May Badley, Boston Evening Transcript, Carolyn L. Davis, Richard M. Hallett and the Willard Walsh Realty Company."

On motion of Mr. Currier, it was

Voted: that this action be approved and confirmed.

The Vice President reported that since the last regular meeting, supplies had been authorized for purchase as follows: for the Central Library and branches to the amount of \$1,929.11, for Bindery \$274.82 and for Printing Department \$82.18; and that bills were approved for payment by special draft to John Ferguson & Sons, Inc. \$626.13, The Hampton Company \$861.79 and the Johnson Marble Company \$700.65, chargeable to the general appropriation; and to J. H. Gale \$4,854.67 and the Ruxington Paul Business Service \$46.25, chargeable to the special appropriation for fireproofing, improvements, etc. Also, drafts on funds on deposit in London for the purchase of books, amounting in the aggregate to \$4,815.89; and it was

Voted: that this action be approved and confirmed.

The Director's report was read by him.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$3,240.77, for Bindery \$661.64 and for Printing Department \$128.43; and chargeable to the special appropriation for fireproofing, improvements, etc. \$661.50.

On recommendation of the Director, it was

Ordered: that the following service changes take effect

May 2, 1930

May 2, unless otherwise indicated.

Grade increases in pay

Charles J. Ellis, Branch Department, \$23 to \$25 per week
 Edna Coffey, Dorchester Branch, \$24 to \$25 per week
 Mary J. Hackett, Uphams Corner Branch, \$20 to \$22 per week
 Marie M. Kennedy, South Boston Branch, \$25 to \$26 per week
 Caroline Kene, Memorial Branch, \$20 to \$22 per week
 Ethel Kimball, Mattapan Branch, \$24 to \$25 per week
 Melba H. Kimball, Mattapan Branch, \$20 to \$22 per week
 Margaret J. McGovern, Neponset Branch, \$31 to \$32 per week
 Mary B. McMahon, North End Branch, \$22 to \$24 per week
 Joseph O'Brien, South Boston Branch, \$16 to \$18 per week
 Helen Sagoff, Mt. Vernon Branch, \$22 to \$24 per week
 Mildred E. White, West End Branch, \$22 to \$24 per week

Promotions

Benjamin W. Rudd, card division Catalogue Department, to position made vacant by the transfer of William E. Clegg to the Kirstein Branch with increase in pay from \$26 to \$28 per week
 Margaret C. Tappen, assistant, Statistical Department, to the position of first assistant, with increase in pay from \$30 to \$34 per week

Appoint to regular service

Joseph A. Lynch, card division Catalogue Department, \$18 per week
 Luther M. Elander, general assistant Memorial Branch, \$20 per week
 Rose M. Kafky, general assistant Uphams Corner Branch, \$20 per week
 Dorothy J. Kure, general assistant Mattapan Branch, \$20 per week
 Alice M. Stone, general assistant East Boston Branch, \$20 per week,

and under Civil Service certification

Marie M. Sullivan, cleaner Central Library, \$18 per week, April 11
 Elizabeth McManus, cleaner Central Library, \$18 per week, April 12.

On recommendation of the Director, Edith Guerrier, Supervisor of Branches, was permitted to carry over to 1930 an unused vacation allowance of 13 days from 1929, and granted an additional vacation allowance of two weeks without loss of pay: for the purpose of attending the annual conference of the American Library Association at Los Angeles and the Special Libraries' Association at San Francisco, in June next.

Voted: that there be paid to Catherine O'Brien, widow of the late John J. O'Brien amount due him for service in the Library, on Payroll at Bindery April 4, 1930, \$36.

A letter dated April 26 was received from the Fire Commissioner stating that in his opinion immediate steps should be taken to equip the Central Library building with a fire alarm system; and the Director was requested to take the necessary action to carry out this recommendation.

The subject of the location of the proposed new branch library buildings at Parker Hill and Mattapan was discussed, the Director reporting progress in the matter of securing proper sites. On motion of Mr. Currier, it was

Voted: that Putnam & Bay be engaged as architects of

May 2, 1930

of the second new building to be erected.

Special cards were granted to the Atlantic Refining Company, Batten, Barton, Durstine & Osborn, E. Aldrich Dobson, Caroline F. Goodale, John Hancock Life Insurance Company, Auditing Department, the Johns Manville Company, Mexican Petroleum Corporation, and Davis Hayes. Dissolved.

Sullen Jan Deery
Clerk

May 27, 1930

May 27, 1930

A regular meeting of the Corporation was held in the Trustees' room at 11 o'clock a.m.

Present: Messrs. Abbott, Buxton and Kirstein.

The President Mr. Abbott in the chair.

The record of the meeting of May 2, 1930 as presented, was approved.

On Friday, May 23, 1930, date for regular meeting of the Corporation, there being no quorum, Messrs. Buxton and Kirstein took the following action subject to confirmation at a later date:

Circulars 6, 7 and 8 from the Mayor's office were received and ordered placed on file.

The following requests for the establishment of new branches of the Library were received and ordered placed on file: from the Brighton, Franklin Field, and Robert Frost Pine School districts.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$26,264.68, for Binding \$451.08 and for Printing Department \$43.05.

The Director was authorized to employ the DePauli Mosaic Company to repair certain terrace floors in the Central Library building at a cost of \$682; and the Johnson Marble Company for the renovation of the service stairs, at a cost of \$460; also to contract for elevator inspection service at the Kirstein Branch by the Payne Elevator Company, at a cost of \$3.50 a month.

The Director reported that on Wednesday, May 21, proposals for miscellaneous fireproofing, fire doors, etc. at the Central Library building were received and publicly opened, as follows:

May 27, 1930

John Bowen Company	\$17,504
Frank J. Gallagher & Co.	18,300
Walter A. Wentworth Co.	19,360
Emspar Construction Co.	19,485
Archibald & Sullivan, Inc.	22,700
George W. Kiehl Co., Inc.	23,895

On recommendation of Fox & Gale, Architects, the proposal of the John Bowen Company was accepted, subject to the approval of the Mayor; and the President or Vice President authorized to execute the necessary contract.

Special cards were granted to Arthur Delley Hall and Mary L. Hummel, and to one hundred and eleven business firms and individuals.

The Director recommended that Article I, Section 3, division sixth of the Rules and Regulations relating to persons permitted to use the Library, now reading:

Sixth. Business organizations established in Boston which furnish security approved by the Trustees; in the case of such organizations, the card granted shall be a Special Privilege Card, restricted to books needed in connection with the business, to be used only by properly qualified employees.

be amended to read as follows:

Sixth. Firms and individuals established in Boston, for books needed in connection with their business.

and this recommendation was approved and adopted.

The Director was authorized to close the Dorchester branch of the Library on Dorchester Day, June 7, 1930, from 1 to 5 o'clock p.m.

Voted: that this action be approved and confirmed.

The President reported that since the last meeting of the Corporation on May 2, 1930, the following bills had been approved and ordered paid: charges to the general appropriation amounting to \$28,397.03, to trust funds income \$168.11 and to the special appropriation for fireproofing, improvements, etc. \$284. By special draft to John Jargue & Sons, Inc. \$491.78, chargeable to the general appropriation; Blackledge Rollis Corporation \$8,349.82 and \$1,252.47, and J. R. Worcester Company \$316.20; chargeable to the special appropriation for Foundation Improvements; and to Walter A. Wentworth Company \$2,103.42 chargeable to the special appropriation for fireproofing, improvements, etc.

Voted: that this action be approved and confirmed.

A communication from the Mayor, requesting the Trustees to submit to him a list of three persons from which to select for appointment on the Art Commission a successor to the late

May 27, 1930

J. Harleston Parker, was, on motion of Mr. Kirstein, referred to the President and Mr. Currier with power.

A communication from the Mayor forwarding a request from the City Council for the establishment of branches of the Library in the Franklin Hill section, and the Norton Street Blue Hill Avenue section, was read and ordered acknowledged and placed on file.

On request of the Corporation Counsel of the City, it was

Voted: that the new building erected by Louis E. Kirstein upon the site of the former Police Station 2 of the City of Boston, in accordance with a written agreement signed by the said Louis E. Kirstein on March 9, 1929, wherein the said Louis E. Kirstein agreed to convey to the said Trustees of the Public Library of the City of Boston the new building and equipment therein built by the said Louis E. Kirstein at his own expense, is satisfactory to the Trustees of the Public Library of the City of Boston as to its structure and equipment as a branch library of the Public Library of the City of Boston; and it is further

Voted: that the said premises be accepted to be used and maintained as a branch library of the Public Library of the City of Boston and be known as "The Edward Kirstein Memorial Library" in accordance with the terms of said written agreement.

The Director presented a report on the selection of a site for the proposed new branch library building for Mattapan, which was approved; and it was

Voted: that the Board of Street Commissioners be requested to take the following described land for library purposes: Property of Mary Nitch at #8 and #10 Hazleton Street, Dorchester, City of Boston, Commonwealth of Massachusetts, consisting of two lots of land, each containing 6,850 square feet, with a frame residence and one-car garage on the lot numbered 10 Hazleton Street. Said property has a frontage on Hazleton Street of 100 feet and an average depth of 137 feet more or less.

The purchase of this land is to be made with funds appropriated to the Trustees of the Boston Public Library for the establishment of branch libraries, under the order of the City Council of the City of Boston dated March 15, 1930.

The Director's report was read by him.

On recommendation of the Director, it was

May 27, 1930

Ordered: that the following service changes take effect May 23, unless otherwise indicated:

Grade increases in pay

Anna G. Best, general assistant Dorchester Branch
\$16 to \$18 per week

Maddens D. Best, general assistant Codman Square Branch
\$22 to \$23 per week

Susan W. Best, general assistant Codman Square Branch
\$22 to \$23 per week

Eleanor E. O'Dearry, second assistant transfer from Charlestown Branch to Codman Square Branch, \$25 to \$27 per week;

Appoint to regular service

Frances B. Donasello, assistant Catalogue Department, \$18 per week

Grace L. Ball, assistant Shelf Department, \$18 per week

Francis W. Fisher, assistant Branch Department, \$17 per week

Luke Connor, Binder, \$11.50 per week, May 19, under Civil Service Certification.

Ordered: that Lorraine A. Sullivan, assistant Special Libraries be appointed "executive assistant," and Mildred R. Bradbury now general assistant, be appointed "assistant in charge Fine Arts Division" without present change in pay.

On recommendation of the Director, it was

Ordered: that the following persons be granted leave of absence without loss of pay: Francis J. Hannigan, Periodical Room, 30 days, and John L. McKelley, janitor department, 5 days, on account of illness; and Joseph W. Ward, Shelf Department, 2 weeks, Elizabeth H. McShane, City Point Branch, 1 week, Elizabeth P. Ross, Codman Square Branch, 1 week, Annie M. Donovan, Roslindale Branch, 3 weeks, and Margaret Sinclair, Ordering Department, 2 weeks: additional vacation.

Ordered: that a bill of Edward J. Tierney, M.D. amounting to \$15 for professional services to John L. McKelley in connection with an injury sustained by him while in the performance of his work, be allowed and paid.

On recommendation of the Director, it was

Voted: that there be allowed and paid to Everett J. Matthews, formerly janitor of the East Boston Branch of the Library, the sum of \$100 from the Alice Lincoln Whitney Fund.

The Director presented a communication from officers of the Dahlgren Post No. 2, G. O. P. of South Boston, offering to the Library for the South Boston Branch a model of the Dahlgren Marmie Gun and a fragment of Admiral Dahlgren's Navy Flag; and it was

Voted: that the gift be accepted with the thanks of the Trustees.

May 27, 1930

Mr. Dunton reported that at the request of the Library, Mr. John Book, Real Estate Broker, examined the property in Mattapan proposed for the location of the new Mattapan Branch Library Building, and presented a detailed report on the same, the service being rendered without charge to the Library; and Mr. Dunton was requested to convey to Mr. Book the thanks of the Trustees for his courtesy in this matter.

Special cards were granted to ten business organizations.
 Dissolved:

Willa Jean Casey
 Clerk

June 20, 1930

Friday, June 20, 1930

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Dunton and Kirstein.

The President Mr. Abbott in the chair.

The record of the meeting of May 27, 1930 as presented, was approved.

The President reported that since the last meeting on May 27, 1930, the following bills had been allowed and ordered paid: chargeable to the general appropriation amounting to \$25740.79, to trust funds income \$703.46, and to the special appropriation for fireproofing, improvements, etc. \$377.50; and by special draft to Mme Paul Sabatier, frames 1700. Vile D. Scudder, \$3,434.82, John Jargubars Sons, Inc. \$577.04, Bekasles Rollins Corporation \$4,006.09 and \$600.91, and J. R. Worcester & Company \$6,380.68.

Voted: that this action be approved and confirmed.

Circulars No. 10, 11 and 12 from the Mayor's office were read and orders placed on file.

A document from the Office of the Secretary of the Commonwealth dated June 14, 1930 relative to the transfer of a piece of land in Roxbury from the Park Department to the Library Department for library purposes, was read and ordered placed on file.

In response to the Mayor's request for a list of three persons from which to select for appointment on the Art Commission a successor to the late J. Charleston Parker, it was

June 20, 1930

Voted: that the Trustees nominate the following: William J. Altrick, Charles Hopkinson and Edward J. Holmes.

Voted: that there be paid to Henry K. Shorill, as he is Pastor of Trinity Church in the City of Boston, the sum of four thousand and seventy-seven and $\frac{25}{100}$ dollars (\$4,077.25) income for the year ending December 31, 1929 on The Children's Fund given to the Library under the 11th clause of the will of Josiah H. Benton, as required by the 12th clause of said will.

Reports and recommendations from the Building Commissioner of the City and from J. R. Worcester Company in relation to the foundations of the Central Library Building, were read and referred to the Director for action.

A communication was received from the Law Department of the City calling attention to the necessity of having the Edward Kirstein Memorial Library Building insured against loss by fire before the deed of trust is recorded in the name of the Trustees of the Library; and on motion of Mr. Dunton, the Director was requested to transfer the insurance on the building now standing in the name of Mr. Kirstein to the Trustees of the Library.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$3,195.14, for Binding \$112.54 and for Printing Department \$1,024.87.

The director's report was read by him.

On recommendation of the Director, it was

Ordered: that the following service changes take effect at the dates named:

Grade increases in pay

Samuel Kaminsky, Information Office, \$12 to \$15 per week, May 9
 John J. Mealey, Engineer Janitor Department, \$25 to \$26 per week, June 20
 William D. Godes, and Albert J. Hunt, carpenters, James W. Thistle, electrician, Roy A. Nelson and Patrick J. Reilly, painters, Engineer Janitor Department, \$40 to \$42 per week, each, June 20

Promotion

Clara L. Maxwell, first assistant South End Branch to the position of librarian made vacant by the retirement of Margaret A. Sheridan, with increase in pay from \$28 to \$33 per week, July 1
 Anne M. Connolly, second assistant Uphams Corner Branch to position of first assistant South End Branch, with increase in pay \$27 to \$28 per week, July 1

June 20, 1930

Marion K. Abbott, general assistant Uphams Corner Branch to position of second assistant, with increase in pay from \$22 to \$23 per week, July 1.
 Alice E. Haskell, Catalogue Department, to position made vacant by the resignation of Minnie Rosenberg, with increase in pay from \$23 to \$25 per week, July 4.
 Isabelle L. Dica and Frances D. Trussello, Catalogue Department, to part of work performed by Miss Haskell, with increase in pay from \$14 to \$20 per week each, at a date to be determined by the Director.

Transfer

Amy L. Mason, from Boylston Branch to Mt. Bowdoin Branch, with grade increase in pay from \$22 to \$25 per week, July 1.
 Ethel Kessell, from Boylston Branch to Mt. Bowdoin Branch, June 20, without present change in pay.

On recommendation of the Director, the following persons were granted leave of absence without loss of pay, on account of illness:
 Florence F. Richards, Shelf Department, four weeks, James J. Kelley, Engineer & Janitor Department, twelve days, Ella M. Keenan, Branch Department, twelve days, Harry W. Matthews, Bates Hall, ten days, Evelyn L. Bolman, Bates Hall, eleven days, Harriet Swift, Special Libraries, six days and Dorothy P. Shaw, Periodical Room three and a half days.

The Director reported that on June 10 he suspended from service for gross misconduct pending action by the Trustees, Archibald L. Gleason, janitor-laborer, and John J. Doyle, watchman; and it was

Voted: that Archibald L. Gleason be removed from office as janitor-laborer at the Boston Public Library at 5 o'clock p.m. on Friday, June 20, 1930 for the following reasons:

1. For the good of the service and the morale of the institution
2. For violation of the Rules and Regulations and By Laws of the Public Library of the City of Boston
3. For gross misconduct
4. For destruction of property
5. For drinking intoxicants on the premises

Voted: that Archibald L. Gleason be notified that if he so requests in writing within a period of seventy-two hours after receipt of notice, he will be given a public hearing by the Trustees.

Voted: that John J. Doyle be removed from office as watchman at the Boston Public Library at 5 o'clock p.m. on Friday, June 20, 1930 for the following reasons:

1. For the good of the service and the morale of the institution
2. For violation of the Rules and Regulations and By Laws of the Public Library of the City of Boston
3. For gross misconduct
4. For drinking intoxicants on the premises
5. For drinking intoxicant while on duty
6. For failure to appear at work at the specified time
7. For failure to perform his assigned duties
8. For failure to guard and protect the property of

June 20, 1930

the Boston Public Library while on duty as a watchman of the said premises.

Voted: that John J. Doyle be notified that if he so requests in writing within a period of seventy-two hours after receipt of notice, he will be given a public hearing by the Trustees.

A request from a committee of the Employees' Benefit Association for a meeting with the Trustees, was granted, said meeting to be at the next regular meeting of the Trustees.

A request from the Board of Election Commissioners for the use of certain branch library buildings as polling places, was granted.

On recommendation of the Director, he was authorized to close the Kirstein Branches of the Library on Saturdays during the summer months, at 10 o'clock p.m.

The report of the Director for the year ending December 31, 1929, was received and accepted, and ordered printed with the report of the Trustees and the Examining Committee.

Special cards were granted to Evelyn Cunningham and Charles W. Putnam.

The annual meeting of the Corporation was then held, at 5 o'clock p.m.

Present: Messrs. Abbott, Buxton and Kirstein.

The President Mr. Abbott in the chair.

The Corporation proceeded to the election of officers by voice vote, as follows:

First vote for President

Mr. Abbott voted for Frank W. Buxton, Mr. Kirstein voted for Frank W. Buxton, Mr. Buxton not voting; and Frank W. Buxton was declared elected President.

First vote for Vice President

Mr. Abbott voted for Arthur J. Connolly, Mr. Buxton voted for Arthur J. Connolly, Mr. Kirstein voted for Arthur J. Connolly; and Arthur J. Connolly was declared elected Vice President.

First vote for Clerk

Mr. Abbott voted for Della Jean Deery, Mr. Buxton voted for Della Jean Deery, Mr. Kirstein voted for Della Jean Deery; who

Annual Meeting
 June 20, 1930

June 20, 1930
Annual Meeting

was declared elected clerk, and qualified for office by taking and subscribing the following oath:

I, Della Jean Deery, solemnly swear that I will well and faithfully perform all the duties incumbent upon me as Clerk of the Trustees of the Public Library of the City of Boston

Della Jean Deery

Suffolk Co. Subscribed and sworn to this twentieth day of June, A.D. 1930

Before me

Samuel A. O'Leary,
Notary Public

Voted: that any member of the Corporation is authorized to sign on behalf of the Corporation, all bills, special drafts, and payrolls of the Library.

Dissolved

Della Jean Deery
Clerk

July 9, 1930

Wednesday, July 9, 1930

A regular meeting of the Corporation was held in the Trustees' room at 12.15 o'clock p.m.

Present: Messrs. Abbott, Duxton, Kirstein and Sedgwick.

The President Mr. Duxton in the chair.

The following communication was received and read:

City of Boston, Office of the City Clerk

City Hall, July 7, 1930

I hereby certify that Ellery Sedgwick having been duly appointed to be a Trustee of the Boston Public Library for the term ending April 30, 1933, this day appeared and was sworn as such officer.

Attest: W. F. Doyle

City Clerk

The record of the meeting of June 20, 1930 as presented, was approved.

Circular letters, nos. 13 and 14, from the Mayor's office, were read and ordered placed on file.

The President reported that since the last meeting on June 20, 1930 the following bills had been allowed and ordered paid: charges

July 9, 1930

to the general appropriation amounting to \$163.40, and by special draft chargeable to the special appropriation for fireproofing, improvements, etc. to the Remington Rand Business Service, Inc. \$25,853.48 and to Walker A. Wentworth Company \$7,438.23.

This action was approved and confirmed.

The Director was requested to prepare suitable resolutions for the records of the Corporation on Mr. Guy W. Currier who died June 21; and after approval of the same by the President to send a copy to Mrs. Currier.

Plans for the proposed new Parker Hill and Mattapan Branch Library buildings were considered, without action.

The Director's report was read by him.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$2,015.55 and for Binding \$149.38

On recommendation of the Director, it was

Ordered: that because of illness, one week's additional vacation without loss of pay be granted to Patrick J. Reilly of the Engineer & Janitor Department.

A committee of the Boston Public Library Employees' Benefit Association, Pierce E. Buckley, Chairman, appeared at its request before the Trustees and explained the suggested changes in the Constitution of the Association, to some of which the Trustees had taken exception. After discussion the committee agreed to redraft the changes to be submitted to the Association, and to submit copies of the redraft to the Trustees.

Dissolved: Charles Belton

Clerk pro tempore

Special meetings of the Corporation have been held as follows, with Messrs. Abbott, Duxton & Sedgwick present.

On July 21, 1930 to consider the design submitted by Grant Ferguson for the proposed branch library building at Parker Hill; and the design then presented by Mr. Cram, a Modified Early Tudor, being Scheme 3 of drawings dated July 17, 1930, was approved and accepted.

On July 24, 1930, to consider the following proposals for painting and painter's work at the Hyde Park and West Roxbury

July 9, 1930

branches, which were received and publicly opened on July 16

Louis P. Steensen	\$1,980
F. W. Dolan & Sons	2,300
Arthur D. Knert	2,956
Albert D. Howlett Co.	4,740

And on recommendation of Fox & Gale, Architects, it was

Vote: that the proposal of Louis P. Steensen be accepted subject to the approval of the Mayor; and the President authorized to execute the necessary contract for the performance of the work.

On August 1, 1930, to consider cancellation of the existing lease of the premises occupied by the Mattapan Branch and the substitution of a new lease for a term of one year from September 15, 1930, to provide accommodation for the Branch until the completion of the proposed new library building in that district. This action was approved, and the President authorized to execute a lease approved by the Corporation Counsel.

Della Jean Deery
Clerk.

September 3, 1930

Wednesday, September 3, 1930

A special meeting of the Corporation was held in the Trustees' room at 10 o'clock a.m.

Present: Messrs. Abbott, Buxton, Kirstein and Seligson.
The President Mr. Buxton in the chair.

On recommendation of the Director, the following persons were granted additional vacation allowances to offset time taken on account of illness: Matilda Biggi, Bindery, one day; Margaret Calman, Jeffries Print Branch, twelve days; Lillian Conway, Auditors Office, four days; Evelyn M. Oliver, Jeffries Print Branch, three and one-half days.

The President reported that on Tuesday, September 2, 1930, proposals for excavation for the Parker Hill Branch Library building were publicly opened and read, as follows:

N. E. Rich Excavating Company	\$4310
A. G. Tomassello & Son, Inc.	5435

and on recommendation of the Architects as approved by the Corporation Counsel, it was

Vote: to reject all proposals on the ground that it is for the best interest of the city to include this work in the general construction contract.

The President reported that on Thursday, August 28, 1930 at 12 o'clock noon, the following proposals for the construction of

September 3, 1930

a branch library building at Mattapan were publicly opened and read.

D. Looney Co.	\$55,999
Hayman Construction Co.	59,600
Dacey & Tibbatts, Inc.	67,658
Joseph A. Sengerella	68,890
M. S. Kelleher Co.	69,285
J. W. Dolan Co.	69,335
Suffolk Construction Co.	69,800
J. Slotnik Co.	70,500
Thurston Construction Co.	71,000
Crane Construction Co.	71,300
F. G. Jacques Construction Co.	72,000
John Conner Company	72,700
Frank Mahoff Company	72,900
John W. Huff, Inc.	73,995
A. Piotti Company	74,776
James F. Mooney Co., Inc.	76,112
George W. Kiddle Co., Inc.	82,427
William Drapcan	96,315

One of the proposals, namely the D. Looney Company, was irregularly presented and therefore according to law eliminated from consideration; and after consideration and on recommendation of Petrus V. Boy, it was

Vote: to accept the proposal of Dacey & Tibbatts, Inc. in the sum of \$67,658, the second lowest bidder, subject to the approval of the Mayor, provided their sub-contractors are satisfactory and their financial standing, sound; and that the President be authorized to execute the necessary contract for the performance of the work.

Disposed:

Della Jean Deery
Clerk

September 23, 1930

September 23, 1930

A special meeting of the Corporation was held in the Trustees' room at 10 o'clock a.m.

Present: Messrs. Abbott, Buxton, Kirstein and Seligson.
The President Mr. Buxton in the chair.

Circulars No. 15 to 21 from the Mayor's office were read and ordered placed on file.

The President reported that since the last regular meeting on July 9, 1930, the following action had been taken: Purchases authorized: Miscellaneous supplies for the Central Library and Branches to the amount of \$11,459.38, for Bindery \$1,016.40 and for Printing Department \$882.04. Bills allowed and ordered paid.

September 23, 1930

July 31st requisition, chargeable to the general appropriation amounting to \$21,999.73 and to trust funds income \$666.77; August 31st requisition, general appropriation \$15,771.69, trust funds income \$782.22 and to the special appropriation for fireproofing, improvements, etc. \$3,454.04; and September 30th requisition general appropriation \$29,830.20, trust funds income \$484.27 and special appropriation for fireproofing, improvements, etc. \$6,014.

Voted: that this action be approved and confirmed.

On recommendation of the Director, the request of the National Convention, American Legion, for the services of Owen J. Maguire, engineer and George W. Gallagher, bookbinder, during the period of the Legion Convention, October 6 to 9 inclusive, was granted.

Special cards were granted to Thomas Boylston Adams, Boston Herald City Department, Evelyn S. Fogg, James M. Gage, Ardelia Ripley Hall, Harry Elmore Hurd, Rear Admiral Louis M. Kulton, U. S. N., Philip J. Rulon, Elizabeth Simpson and Geo. Silvio Vitale.

The President presented a letter from the Park Department requesting the Trustees to submit an amended plan showing distances and directions of boundaries of the land at Parker Hill, Roxbury, transferred for library purposes; and it was

Voted: that the Trustees of the Public Library of the City of Boston agree with the Park Department and accept the area described in the original request to the said Park Department, less a certain triangular piece located on the north-easterly corner and described as follows: starting at the north-easterly corner of the property of the City of Boston at 1497 Tremont Street, Boston, and described on the attached sheet as proceeding south-westerly by the north-easterly boundary for a distance of six feet, then turning through an angle of greater than 90 degrees and running to a point on the north-westerly boundary line, 26 feet from the starting point and then running north-easterly to the point of beginning. This triangle has an area of seventy-eight square feet.

The President reported that on Tuesday, September 16, 1930, the following proposals for the construction of a branch library building at Parker Hill, Roxbury, were publicly opened and read:

September 23, 1930

For Limestone Construction

D'Amore Construction Co.	\$ 83,700
Hub Construction Co.	85,061
John Brown Co.	89,885
Crane Construction Co.	90,700
M. S. Kelliker Co.	90,752
A. Piotti Company	90,869
J. Slotnick Company	94,000
H. E. Elvira	97,300
Bayer Construction Co.	97,837
Expabianco Construction Co.	98,000
John C. Pletcher	98,400

For Seam Face Granite Construction

D'Amore Construction Co.	75,200
Hub Construction Co.	88,026
A. Piotti Co.	88,069
M. S. Kelliker Co.	88,130
Crane Construction Co.	88,200
John Brown Company	89,885
H. E. Elvira	92,692
J. Slotnick Company	94,500
John C. Pletcher	96,400
Expabianco Construction Co.	102,000
Bayer Construction Co.	104,637

Requests from the Hub Construction Company dated September 16 and the D'Amore Construction Company dated September 22, for permission to withdraw their proposals on the above work, were granted.

Mr. Godfrey of Bram & Ferguson, Architects, who was present, recommended certain slight changes in the specifications; and that the face of the building be constructed of seam and split face granite, the seam face predominating. He also recommended that the A. Piotti Company's proposal of \$88,069, the lowest of this type of construction, be accepted, with a reduction allowance for screen and vestibule paneling from \$6000 to \$4000 and for lighting fixtures from \$4000 to \$3000 making the total amount of proposal \$85,069; and on motion of Mr. Kirstein it was

Voted: that the recommendation of Bram & Ferguson be approved; and that the contract for the construction of the branch library building at Parker Hill be awarded to the A. Piotti Company for the sum of \$85,069, subject to the approval of the Mayor; and that the President be authorized to execute the necessary contract.

The President presented draft of contract with Putnam Cox, and Bram & Ferguson, Architects, approved by the Corporation Council as to form, for professional services in connection with the construction of the branch library buildings at Mattapan and Parker Hill, Roxbury; which was approved, and he was authorized to execute the same.

September 23, 1930

The Director was authorized to install at the East Boston Branch of the Library, an automatic coal stoker, at a cost of \$900.

Dissolved.

Sella Ann Deery
Clerk

October 10, 1930

Friday, October 10, 1930

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Kirstein and Seligson.

In the absence of the President and Vice President, Mr. Abbott in the chair.

The records of the regular meeting of July 9, and special meetings of September 3 and 23, 1930 as presented, were approved. Circulars no. 23 to 25 from the Mayor's office were read and ordered placed on file.

A letter from the Corporation Council stating that with the approval of the Mayor he had appointed John L. Hall, Esq. of Choate, Hall & Stewart, to carry on the litigation arising out of the Josiah H. Boston will on behalf of the Trustees, was read and ordered placed on file.

A letter from the Corporation Council advising the Trustees as to legal methods of obtaining land on which to erect branch library buildings, was read and ordered placed on file.

The Director's report was read by him.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and Branches to the amount of \$2,404.73. for Bindery \$129.73 and for Printing Department \$15.39.

The Director reported that since the last meeting of the Corporation on September 23, the following purchases had been authorized: miscellaneous supplies for the Central Library and branches to the amount of \$3,585.09, for Bindery \$97.42 and for Printing Department \$75.55. Also, chargeable to the special appropriation for fireproofing improvements, etc. \$922.64. This action was approved and confirmed.

On recommendation of the Director, it was

October 10, 1930

Ordered: that the following service changes take effect

October 10, unless otherwise indicated:

Grade increases in pay

Incentive Department, Auditor's Office
Barbara Nagler, \$18 to \$20 per week
Margaret Shady, \$18 to \$20 per week
Lillian Conway, \$25 to \$27 per week
Periodical Room
Dorothy P. Shaw, \$25 to \$27 per week
Helen A. Griffin, \$23 to \$25 per week
Reference Department: Ingram Hoopes, \$20 to \$23 per week
Registration Department: Elizabeth J. Colman, \$18 to \$20 per week
Branch Department: Bradford M. Hill, \$27 to \$29 per week
Mary D. McElman, \$20 to \$22 per week
Bertha Schulte, \$20 to \$22 per week
Bindery Department: Helen M. Kegan, clerk, \$18 to \$20 per week
Walter J. Cahill, apprentice, \$28 to \$31 per week
Branches: Elizabeth D. Bandman, 1st assistant, Allston, \$27 to \$28 per week
Gertrude Singler, gen. assistant, Goodman Square, \$18 to \$20 per week
Dora Feldman, children's librarian, Memorial, \$25 to \$27 per week
Veronica E. Moran, gen. assistant, Memorial, \$22 to \$25 per week
Helen A. Connel, gen. assistant, Naponset, \$18 to \$20 per week
Marion M. Lane, 1st assistant, North End Branch, \$27 to \$29 per week
Edith R. Nickerson, librarian, Bowdoin Crossing, \$30 to \$32 per week
Anna Coleman, gen. assistant, Tyler Street, \$22 to \$24 per week
Edna G. Cook, gen. assistant, Tyler Street, \$20 to \$24 per week
Rose Mazikofsky, gen. assistant, Uphams Corner, \$20 to \$23 per week

Transfers and grade increases

Margaret A. McQueeney, general assistant, from the South End to City Point Branch, \$18 to \$20 per week
Mary U. Nichols, general assistant from Orient Heights to East Boston Branch, \$24 to \$25 per week
Dorothy J. Nourse, general assistant, from Mattapan to Hyde Park Branch, \$20 to \$23 per week
Ellen C. Peterson, children's librarian, from East Boston to Hyde Park Branch, \$27 to \$28 per week
Madeleine Del. Holt, general assistant, from Goodman Square to Mattapan Branch, without change in pay
Marguerite H. Donovan, general assistant, from Dorchester to Orient Heights Branch, \$20 to \$22 per week

Promotion

Helen J. Altshuler, gen. assistant West End Branch to the position of second assistant Hyde Park Branch, \$25 to \$26 per week
Agnes M. Dunn, gen. assistant Mattapan Branch to the position of second assistant, \$20 to \$24 per week
Sara A. Lyon, first assistant East Boston Branch, to the position of librarian Tyler Street, \$27 to \$30 per week

Appointment to regular service

Frances L. Brown, assistant Ordering Department, \$20 per week
May Ruppelsky, assistant Periodical Room, \$15 per week
Helen Symonds, assistant Special Libraries, \$28 per week
Gene O'Connor, general assistant Allston Branch, \$23 per week
Mary Ryzeto, general assistant Boylston Branch, \$18 per week
Minnie E. Ashworth, general assistant East Boston Branch, \$20 per week
Marjory J. Nelson, general assistant, Mission Branch, \$25 per week
Agnes Coughlan, general assistant Memorial Branch, \$20 per week
Alice M. Waters, general assistant Memorial Branch, \$22 per week
Gertrude M. Locke, general assistant Uphams Corner Branch, \$20 per week

Under Civil Service Certification

James P. Seelye, engineer Central Library, \$48 per week as of August 1
John J. Dwyer, watchman Central Library, \$41.50 per week, July 1
Thomas J. McDonough, janitor - laborer, Central Library, \$30 per week, Aug. 25
James P. Kenney, janitor - laborer, Central Library, \$30 per week, Sept. 3
Jeddy R. Martin, apprentice Bindery, \$42 per week as of July 16; increase in pay to \$47 per week from September 10

Rose Tizzi Kofsky

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Charles P. Walsh, apprentice Binder, \$12 per week, August 6
 James Solari, janitor East Boston Branch, \$31 per week, July 21
 Margaret Lusk, cleaner Central Library, \$15 per week, June 23
 Julia Roche, cleaner Central Library, \$15 per week, August 8
 Emma Walsh, cleaner Kirostein Branch, \$18 per week, July 10
 Katherine O'Day, cleaner Kirostein Branch, \$15 per week, July 12.

On recommendation of the Director the following persons were allowed absence without loss of pay, to offset time taken on account of illness: Patrick J. Kennedy, Engineer Janitor Department, 22 days; John J. Kenney, Engineer Janitor Department, 7½ days; Patrick Brown, janitor Brighton Branch, 4½ days, and Patrick Henry, janitor Hyde Park Branch 28 days.

A letter was received from Professor William Emerson, offering on behalf of the Boston Society of Architects a memorial tablet to Charles Follen McKim to be placed in the Central Library building; and it was

Voted: that the offer be accepted, subject to the approval of the Art Commission.

A bronze statue entitled "Memorizing" offered to the Library for the North End Branch by the sculptor Ernest Pellegrini, already approved by the Art Commission, was accepted with thanks.

The Director presented for consideration the question of re-opening the Phillips Brooks Memorial Reading Room at Readville, with estimates of cost for rent and maintenance; and the matter was laid on the table for future consideration.

A request from the landlord of the premises occupied by the Mt. Boston Branch of the Library for an increase in the rent paid for these premises, was laid upon the table.

The Director reported that as requested at the meeting of July 9, 1930, he had forwarded to Mrs. Currier the following Resolution which had been approved by the President as of July 9, 1930:

"The Trustees of the Public Library of the City of Boston in expressing their regret at the death of Mr. Guy W. Currier on June 21, 1930, are conscious that the Library has suffered a great loss.

"By his faithful, interested and successful discharge of his official duties Mr. Currier is entitled to the gratitude of all friends of the Library. In many important matters especially referred to his consideration by the Board

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"he gave devoted attention and outstanding ability. Always considerate, modest, and showing great sympathy in the intimate affairs of the Library, Mr. Currier had not only the good will but the highest respect of every member of the Board. His unselfish and efficient service has been a fine example to the City of his residence and a memory to be cherished by his Library associates.

'Resolved: That this matter be placed upon the records of the Board, and that a copy be sent to Mrs. Currier."

A letter of thanks from Mrs. Currier was read and ordered placed on file.

On the suggestion of the Director, a committee consisting of Messrs. Abbott and Kirostein, was appointed to consider the budget estimates for 1931 now being prepared.

Special cards were granted to Elmer E. Boyer, Sydney A. Clark, George Allen England, Lincoln Fairley, Effie M. Jife, S. Lawrence Johnson, and Thompson Stone.

Disposed:

Lella Jean Deery
 Clerk.

October 24, 1930

Friday, October 24, 1930

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Buxton, Kirostein and Selgwick
 The President Mr. Buxton in the chair.

The record of the meeting of October 10, 1930 as presented was approved.

The President reported that since the last meeting on October 10, bills had been approved for payment as follows: chargeable to the general appropriation amounting to \$28,784.90 and to trust funds income \$1,004.54; by special draft, chargeable to the special appropriation for fireproofing, improvements, etc., and to the special appropriation for the Establishment of Branch Libraries

October 24, 1930 \$2,108.11. Also, for books, payable by draft on funds on deposit in London, amounting in the aggregate to \$4,277.64.

This action was approved and confirmed.

The following persons were appointed on the Examining Committee for 1930, and the President joined with the Committee as Chairman, as required by the Ordinance: Miss Anna M. Bancroft, Mr. Arthur H. Cole, Mrs. Frank D. Comerford, Mr. Allen Curtis, Mr. Charles P. Curtis, Mr. Frederic H. Curtiss, Mr. Carl Dreyfus, Mr. Holis French, Miss Susan Ginn, Mr. John L. Hall, Mr. Henry Lewis Johnson, Rabbi Harry Levi, Mr. Melville D. Linnig, Mrs. Edward L. Logan, Mr. Percival Merritt, Prof. Kenneth D. Murdock, Mr. George R. Nutter, Hon. James P. Parmenter, Mrs. Elizabeth W. Perkins, Mr. James J. Phelan, Mrs. Edward M. Pickman, David W. Seannase, M.D., Mr. William B. Snow, Rev. William N. Stinson, D.D., Mr. Charles N. Thurber, and Mrs. Eva Whiting White.

A letter was received from Putnam & Co., Architects of the Mattapan Branch Library building, enclosing a request from the contractor for an extension of time for the completion of their contract; and the Director was requested to acknowledge receipt of the communication and state that the Trustees expect the contractor to complete his contract at the date named.

The Director presented his preliminary budget estimate for 1931, which was referred to the committee consisting of Messrs. Abbott and Kirslein, with power.

A request from a committee of branch librarians for increase in salary, was read and laid on the table for future consideration.

The Director's report was read by him.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,944.43, for Bindery \$134.85 and for Printing Department \$20.57.

Voted: that there be allowed and paid to Morgan, Grunfell & Company, of London, the sum of \$5000, chargeable to trust funds income, to be placed to the credit of the Trustees for the purchase of books; to Louis P. Stansen the sum of \$1,568.85 for painting at branch libraries, chargeable to the general appropriation for 1930; and to Ernest Ferguson, Architects, the sum of \$2,552.07 for professional

services, chargeable to the special appropriation for the Establishment of Branch Libraries; and that the President or Vice President sign requests on the City Auditor for special drafts in favor of said payments.

On recommendation of the Director, it was

Ordered: that John L. McKelley, janitor - Central Library, be rated as electrician's helper, with increase in pay from \$30 to \$33 per week, October 24.

On recommendation of the Director, John A. Lawrence, carpenter, Central Library, was granted a leave of absence of two weeks without loss of pay: on account of accident to his hand while in the performance of his work.

A request from the Tropical Research Board at Washington, D.C., for permission to copy in bas-relief the Bela Pratt statues of Art and Science, for use as a part of a design for a seal, was granted.

A request from the Quarter Century Club of Library employees, for consideration in the payment of additional salary for long service, was laid on the table.

Special cards were granted to Paul F. Tolson, Miriam J. Higgins, Allen G. Lamsom, Helen D. Lyman, Adolph J. Post, and Katherine C. Smith.

Dissolved:

Della Jean Veery
clerk

Monday, November 17, 1930

November 17, 1930

A regular meeting of the Corporation was held in the Trustees' room at 3.45 o'clock p.m.

Present: Messrs. Abbott, Kirslein and Selgwick.

In the absence of the President and Vice President, Mr. Abbott in the chair.

The record of the meeting of October 24, 1930 as presented, was approved.

Communications were received and read as follows: from His Honor the Mayor suggesting in connection with the branch library building program for 1931, that the Trustees engage the services of

November 17, 1930

John Beck, Municipal Real Estate Expert, to proceed with the assembling of available sites in the districts to be selected; from Mrs. Thomas J. McMahon, Mrs. George E. Parsons, Councillors Gallagher and the Januail Improvement Association, urging the need of additional library facilities in the Januail district; and from Councillor Englebert, requesting the establishment of a branch of the Library in Ward 11.

A letter dated October 13 from Messrs. Donoghue & Donoghue, Councillors at law, requesting an additional award of \$500 to Mrs. Mary Mitsch for the property in Mattapan recently purchased by the City for library purposes, was referred to the Corporation Counsel for reply.

The Trustees considered at length the subject of the location of new branch library buildings in 1931; and on motion of Mr. Hirshein, it was

Voted: that it is the sense of the Board that the next new branch library building shall be erected in the Januail district; and that subject to the approval of the Municipal Real Estate Expert as to site and price, the Trustees proceed to the purchase of a part of the property of Harry J. Sauborn numbered 419 Januail Street, approximately 8000 square feet at \$1.25 per square foot; provided funds are immediately available.

The Director's report was read by him.

The Director reported that since the last meeting on October 24, 1930, the following purchases had been authorized: miscellaneous supplies for the Central Library and Branches to the amount of \$3,954.50, for Binding \$123.19 and for Printing Department \$4.03; also, chargeable to the special appropriation for the establishment of Branch Libraries, \$640.

This action was approved and confirmed.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,913.69, for Binding \$155.77 and for Printing Department \$39.86; and chargeable to the special appropriation for Branch Libraries, \$997.06.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: November 30th requisition, chargeable to the general appropriation amounting to \$32,115.18 and to trust funds income \$935.68; for

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books, payable by draft on funds on deposit in London, amounting in the aggregate to \$929.49; and by special draft, to John Boren Company, \$7,381.34 on account of contract for fireproofing, Central Library, chargeable to the special appropriation for fireproofing, Central Library Improvements, etc.; to A. Pottle Company, \$5,007.35 on account of contract for construction of Parker Hill Branch Library building; to Deary & Ibbotson, \$2,720 on account of contract for construction of Mattapan Branch Library building; and to Putnam & Co., Architects \$439.37 for professional services; chargeable to the special appropriation for Branch Libraries.

On recommendation of the Director, it was

Ordered: that the following service charges take effect

November 14:

Grade increases in pay

✓ Esther M. Chasler, general assistant Memorial Branch

\$20 to \$22 per week

Mary A. E. Kavin, second assistant East Boston Branch

\$25 to \$27 per week

Louise Lento, general assistant Roxbury Branch

\$24 to \$25 per week

Harriet A. White, second assistant Dorchester Branch, \$25 to \$26 per week.

Transfer without change in pay

Lillian E. Manowitz, general assistant, from

West End to Jamaica Plain Branch

Caroline Keene, general assistant, from

Memorial to Mattapan Branch

Promotion

Julia J. LaRocca, second assistant West End

Branch to the position of first assistant,

\$27 to \$28 per week

Appoint to regular service

Ida D. Buckman, general assistant West End Branch

\$15 per week.

Ordered: that the salary of Zoltan Horaszti, Editor of Library Publications, be increased from \$3000 to \$4000 per year, from January 1, 1931.

The Director reported the serious illness of Frank H. Chase, Assistant Librarian; and it was

Voted: that Mr. Chase be allowed an absence of sixty days without loss of pay; on account of illness.

On recommendation of the Director, Anna E. Pope, assistant North End Branch, was granted an absence of four weeks without loss of pay; on account of illness.

The Director presented a letter addressed to him by the Old Colony Trust Company, executor, enclosing copy of the will of Walter W. Larsson, late of Boston, in which he bequeathed to the Library under certain conditions his collection of Washingtoniana, consisting

November 17, 1930

of books, pamphlets and documents, and it was

Voted: that the request be accepted under the conditions named in the will.

A communication from Representative-elect Herbert P. Shaughnessy, asking in behalf of the cleaners at the Central Library a reduction in their hours of work, was referred to the Director for reply, as not granted.

Special cards were granted to George C. I. Benson, Alden H. Clark, Department of Social Relations of the Congregational Church, Professor Emil Jane, Mildred J. Lee, Nathan Ben Nathan, and Carl A. Richmond. Dissolved.

Sella Jean Barry
black

December 1, 1930

Monday, December 1, 1930

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Dutton, Kirstein and Seligson.

The President Mr. Dutton in the chair.

The record of the meeting of November 17, 1930 as presented, was approved.

A communication from the Board of Street Commissioners dated November 29, in relation to title references on awards for damages to property in Mattapan recently taken for library purposes, was read and ordered placed on file.

An order from the City Council dated November 24 requesting the establishment of a branch of the Library in Sullivan Square, Charlestown, was referred to the Director for reply as to the policy of the Trustees in such matters.

A letter from the landlord of the premises occupied by the Mt. Bowdoin Branch with reference to removal of the lease and increase in the rent, was laid on the table until the next regular meeting.

A recommendation from Crum & Ferguson, Architects of the Parker Hill Branch Library building in relation to the purchase of furniture and furnishings for the building, without public competition, was approved.

The Director's report was read by him.

December 1, 1930

The Director was authorized to purchase according to a list submitted by him and to be placed on file, Miscellaneous Supplies for the Central Library and branches to the amount of \$3,320.40 for Bindery \$353.80 and for Printing Department \$256.36.

Voted: that there be allowed and paid to Putnam May, Architects, an additional sum of \$200 for heat and engineering service in connection with work on the construction of the Mattapan Branch Library building; to be charged to the special appropriation for Branch Libraries.

Voted: that there be allowed and paid to C. M. Callahan, Inc. the sum of \$456 for relaying water pipe, new Parker Hill Branch Library building; and that the President sign a request on the City Auditor for a special draft in favor of said payment, to be charged to the special appropriation for Branch Libraries.

On recommendation of the Director, it was

Ordered: that the following service charges take effect

November 23:

Grade increases in pay

- ✓ Margherita G. Ferraro and Florence M. Stanley, assistants Children's Department, 16 to \$18 per week, each
- ✓ Caroline Keene, general assistant Mattapan Branch \$22 to \$25 per week
- Rose J. Ditch, general assistant West Roxbury Branch \$18 to \$20 per week
- Geraldine H. Madden, general assistant Memorial Branch \$22 to \$25 per week
- Pauline A. Walker, second assistant West Roxbury Branch \$25 to \$26 per week
- Elizabeth H. McShane, librarian Andrew Square Branch \$37 to \$39 per week
- Mildred Kimball, general assistant Mattapan Branch \$22 to \$23 per week

Promotion

- Elizabeth M. Gordon, general assistant Jamaica Plain Branch to the position of children's librarian Uphams Corner Branch, \$25 to \$27 per week
- Edna Coffin, general assistant Dorchester Branch to the position of children's librarian, \$25 to \$27 per week.

On recommendation of the Director, John A. Lawrence, carpenter, was granted an additional leave of absence of two weeks without loss of pay, on account of injury to his hand.

A letter from the Corporation Council dated November 21 advising the Trustees that in his opinion there is no reason why they should increase the award of \$10,000 on account of the purchase of the property 8 and 10 Hazleton Street, Mattapan, was read and ordered placed on file.

December 1, 1930

A request from the Women's Organization for Reform of National Prohibition for the use of the Lecture Hall of the Library for a public lecture on "Different Experiments in Liquor Control" was not granted.

A request from Mr. John P. Englebert, Superintendent of Public Buildings, that the Library employ a supervisor of firemen, in charge of municipal buildings occupied by the Library on Sundays, was referred to the President.

Special cards were granted to Arthur Gros Luman, Reuben L. Lurie, Massachusetts Department of Public Health, William H. Shaffert, and Annette J. Warner.

Dissolved: *Sella Jean Deery*
Clerk

December 15, 1930

Monday, December 15, 1930

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Burton, Kirstein and Selgwick.

The President Mr. Burton in the chair.

The record of the meeting of December 1, 1930 as presented, was approved.

Circular No. 26 from the Mayor's office was read and ordered placed on file.

A communication from the Park Department notifying the Trustees of the final transfer on December 2, 1930 of certain property in the Roxbury district, for library purposes, was read and ordered placed on file.

A communication from Councillor Edward M. Gallagher, President of the Tenement Improvement Association in relation to the location of the proposed new branch library building in Tenement, forwarded by the Mayor's office, was read and ordered placed on file with other papers on the same subject.

On recommendation of Putnam Cox, Architects of the Mattapan Branch Library building, the President was authorized to sign an order for an addition of \$525 to the contract of Dacey & Tibbetts, contractors for changes in exposed brick work and for additional wiring.

The President reported that since the last meeting on December 1, 1930, the following bills had been allowed and ordered paid, by special draft, to Tucker Company \$887.64 chargeable to the special

December 15, 1930

appropriation for fireproofing, improvements, etc., and to Dacey & Tibbetts, contractors, \$9,350 and Putnam Cox, architects \$280.50, chargeable to the special appropriation for Branch Libraries.

This action was approved and confirmed.

The Director's report was read by him.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,921.44 for Bindery \$217.89 and for Printing Department \$22.37, also chargeable to the special appropriation for Branch Libraries \$870.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid:

chargeable to the general appropriation amounting to \$26,592.50 and to trust funds income \$1,089.30; by special draft, to A. Piotti Company \$8,657.25 on account of contract for the construction of the Parker Hill Branch Library building, chargeable to the special appropriation for Branch Libraries; to John Breen Company \$2,476.07 final payment on contract for fire doors, etc. chargeable to the special appropriation for fireproofing, improvements, etc.; and to Louis P. Steensen \$276.75 final payment on contract for painting at branches, chargeable to the general appropriation.

The matter of increase in rent requested by the landlord of the premises occupied by the Mt. Bowdoin Branch was taken from the table; and after consideration it was

Ordered: that subject to the approval of the Law Department, the present lease of these premises be cancelled, and a new lease executed at a rental of \$2500 a year, to date from January 1, 1931.

The Director presented a letter addressed to him by Mr. C. E. Goodspeed describing briefly the Lewison Collection of Washingtoniana bequeathed to the Library under the will of Mr. Lewison. Ordered placed on file.

Mr. Money, Assistant Librarian, reported progress in the matter of securing a site in the Baylton district for a branch library building.

Dissolved: *Sella Jean Deery*
Clerk

December 29, 1930

Monday, December 29, 1930

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Buxton, Kirstein and Sedgwick.
The President Mr. Buxton in the chair.

The record of the meeting of December 15, 1930 as presented, was approved.

The Director's report was read by him.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$976.88, for Bindery \$145.01 and for Printing Department \$103.89.

On recommendation of the Director it was

Ordered: that the following service changes take effect December 26:

Grade increases in pay

Richard J. O'Brien, stenographer Central Library
\$38 to \$40 per week
Helen L. Lambert, general assistant North End Branch
\$22 to \$25 per week
Winifred J. Root, general assistant North End Branch
\$22 to \$25 per week

Promotion

Evelyn G. Green, general assistant Andrew Square Branch
to the position of second assistant, without present
change in pay
Bertha G. Gustafson, general assistant Andrew Square
Branch to the position of first assistant, \$25 to
\$26 per week.

Appoint to regular service

Margaret E. Collins, sewer, Bindery, \$23.50 per
week, as of November 26: Civil Service certification.

The President brought up for consideration the question of a site for the proposed new branch library building in the Fenwick district, and presented an offer from Harry J. Sanborn to sell property numbered 419 Fenwick Street amounting to 12,978 square feet, for \$15,000, and it was

Voted: that the purchase of this property be approved, and the Law Department consulted as to securing an option on the same until such time as an appropriation is available.

The Director reported that the contract with the Hampton Company for transportation service, will expire on December 31, 1930, and recommended that it be renewed for one year, and the matter was referred to the President to request the Mayor's approval

for such renewal.

The subject of books stolen from the Library was discussed, and the Director was requested to send to each member of the Board a copy of a report on the subject prepared by him for the Examining Committee.

The Director reported that the Lewisson Collection of Washingtonians bequeathed to the Library by the late Walter Updike Lewisson, consisting of 5,964 items, had been received and is in process of being catalogued.

A special card was granted to William R. Jenner.

Voted: that the next regular meeting of the Corporation be on Friday, January 16, 1931 at 4 o'clock p.m.

Dissolved.

Kella Jean Perry
Clerk

Friday, January 16, 1931

January 16, 1931

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Buxton, Kirstein and Sedgwick.

The President Mr. Buxton in the chair.

The record of the meeting of December 29, 1930 as presented, was approved.

A letter from His Honor the Mayor commenting on the condition of the Central Library building with respect to light, heat and ventilation, was read and ordered placed on file.

A letter from the Corporation Counsel announcing the filing of a bill in the Legislature permitting the Trustees to hold property in the amount of \$20,000,000, was read and ordered placed on file.

Letters from several architects asking for consideration when the construction of new library buildings is contemplated, were ordered placed on file.

The Director's report was read by him.

The Director was authorized to purchase according to a list submitted by him and to be placed on file,

January 16, 1931

Miscellaneous supplies for the Central Library and branches to the amount of \$1,848.79 and for Bindery \$820.04.

On recommendation of the Director it was

Ordered: that the following service changes take effect January 16 unless otherwise indicated:

Grade increase in pay.

Gladys R. Martin, apprentice, Bindery
\$17 to \$23.50 per week

Socia M. Hodgman, second assistant Jamaica Plain Branch
\$25 to \$26 per week

Aetha G. Gustafson, first assistant Andrew Square Branch
\$26 to \$27 per week

Margaret H. Reid, librarian Mt. Pleasant Branch
\$32 to \$33 per week

Aida Averkoff, librarian Mattapan Branch
\$33 to \$34 per week

Agnes M. Dunn, second assistant Mattapan Branch
\$24 to \$25 per week

Employment in the regular service of Ralph H. Mann, janitor-laborer, Central Library, \$20 per week, beginning January 12.

On recommendation of the Director, Gertrude E. M.

Leifgren, first assistant Hyde Park Branch, was allowed an absence of twenty days without loss of pay, to offset time taken on account of illness.

The following bills having been approved by the Director and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation for 1931 amounting to \$21,393.48 and to trust funds income \$642.90.

The Director reported that since the last meeting on December 29, 1930, bills had been approved for payment and signed by the President as follows: chargeable to the general appropriation 1931 being the December 31st supplementary draft, amounting to \$11,473.78, and by special draft to Fox & Gale, Architects, \$1,874.05 for professional services, chargeable to the special appropriation for fireproofing, improvements, etc., to A. Piotti Company, \$20,066.80 third payment on contract for construction of Parker Hill Branch Library building, to Dacey & Tibbels, \$12,504.35 third payment on contract for construction of Branch Library building, Mattapan, to Pitman & Son, Architects, \$390.88 for professional services, and to Spaulding-Hess Company, 84 cents for blueprints chargeable to the special appropriation for Branch Libraries. This action was approved and confirmed.

The Director reported an anonymous gift of \$100 to be used in extending the work of the Library in story-telling to

January 16, 1931

children; and it was

Voted: that the gift be accepted with thanks, and used in accordance with the wish of the donor.

The Director reported also, an offer of a gift to the Library of a replica of the statue "The youth of Michelangelo" which was accepted subject to the approval of the Art Commission.

A letter from the Edison Electric Illuminating Company in relation to the use of electric service for light and power during the summer months, was read and ordered placed on file.

Special cards were granted to Grace M. Jefferson and Louise B. Richardson.

The subject of lighting the Delivery Room at the Central Library was considered at length; and referred to the Director for examination and report.

The subject of ventilation was also considered, especially that of the Newspaper Room; and was referred to Mr. Mosey for report and recommendation.

Letters from Fox & Gale in the matter of repairs to the condensation roof and main roof and the relaying of the platforms of the Central Library building, were received and read, and on motion of Mr. Abbott, it was

Voted: that in view of the report of J. R. Worcester & Co., Engineers, to the effect that the shoring now under the platforms of the Central Library building, if inspected periodically can be left without risk for a period of two years, the repair and relaying of the same be postponed for the present.

Voted: that repairs to the tile roof of the Central Library building be made during the summer months under the direction of the Superintendent of Buildings by men employed for the purpose.

Voted: that subject to the approval of the Mayor John Farguhar's Sons, Inc. be employed, without competition, to repair and replace certain portions of the condensation roofing and of the main roof of the Central Library building, the work to be limited in scope to a sum not exceeding \$6,785.

Voted: that the next regular meeting of the Corporation be on Friday, February 6, 1931 at 4 o'clock p.m.

Dissolved: Della Jean Berry, Clerk

February 19, 1931

Thursday, February 19, 1931

A regular meeting of the Corporation was held in the Trustees' room at 11 o'clock p.m.

Present: Messrs. Abbott, Buxton and Sedgwick.

The President Mr. Buxton in the chair.

The record of the meeting of January 16, 1931 as presented, was approved.

The report of the Examining Committee for 1930 was received.

An order from the City Council and letters from His Honor the Mayor and Councillor Ruby in relation to the establishment of a branch of the Library in the Franklin Dime district, were read and ordered placed on file.

A letter from the Tenement Improvement Association expressing gratitude to the Trustees for their action in the selection of the site for the new branch library building, was read and ordered placed on file.

The President reported that since the last meeting on January 16 he had approved the purchase of supplies for the Central Library and branches to the amount of \$4,239, for Binding \$254.02 and for Printing Department \$197.89. Also, the payment of bills, chargeable to the general appropriation amounting to \$385.51; and by special draft, to A. Piotti Company \$10,747.40, fourth payment on contract for Parker Hill Branch, and to Mary Mitchell \$10,000 land for location of Mattapan Branch library building; chargeable to the special appropriation for Branch Libraries.

Voted: that this action be approved and confirmed.

Mr. Moray reported on various sites in the Roxbury district for the proposed new branch library building; and it was

Voted: that it is the sense of the Board that a piece of land situated at 415 Centre Street and land adjacent, exclusive of buildings thereon, consisting of 9777 square feet, the property of Lucy von Dellen, be acquired at a cost of not more than \$15,000.

Voted: that Maginnis Walsh be engaged as architects of the proposed new library building at Roxbury; and the President authorized to execute the necessary contract for such service.

Voted: that Kilham, Hopkins & Greeley be engaged as architects of the proposed new library building at Tenail; and the President authorized to execute the necessary contract for such service.

February 19, 1931

The President reported that at an informal conference with Mr. Kirostein and the architects and contractors of the Mattapan Branch Library building, he had authorized an extension of ten weeks time for the completion of the contract of Dacey & Tibbatts, contractors; and this action was approved and confirmed.

On recommendation of Erwin T. Ferguson, architects, the request of the A. Piotti Company for an extension of time for the completion of their contract for the Parker Hill Branch Library building to April 27, 1931, was approved, on the condition that the building is ready for the installation of the furniture on March 15, 1931.

As requested by the Trustees on January 16, Mr. Moray presented a report and recommendation on the subject of ventilation of the Newspaper Room at the Central Library, which was approved and accepted.

The tentative budget allowances for 1931 prepared by the Budget Commissioner, were considered; together with the matter of relaying the front platforms of the Central Library building.

The subject of the lighting of the Delivery Room was again taken up for consideration; and on motion of Mr. Abbott it was

Voted: that it is the opinion of the Trustees that they proceed to light the Delivery Room in accordance with the best advice obtainable from experts; and

Voted: that Mr. Holles French be requested to make experimental studies for the lighting of this room.

A request was received from Mrs. Lois B. Rantoul, Chairman of a Committee of the Boston League of Women Voters asking for a hearing on the matter of a study of the grading and classification of employees of the Library; and the Director was requested to inform Mrs. Rantoul that the Trustees will meet her committee at their next meeting on March 6; and to inform the committee of branch librarians that their request for increase in salary will be heard on the same day.

The Director's report was read by him.

On recommendation of the Director it was

Ordered: that the following service changes take effect February 20 unless otherwise indicated:

February 19, 1931

Grade increases in pay

Minnie E. Askowitz, general assistant East Boston Branch
\$20 to \$22 per week

Madeline D. Holt, general assistant Mattapan Branch
\$23 to \$24 per week

Marion C. Kingman, librarian Dorchester Branch
\$27 to \$29 per week

Anna E. Tobin, general assistant Mt. Pleasant Branch
\$24 to \$25 per week

Alise M. Waters, general assistant, transfer from Memorial
to Westin Branch, \$22 to \$23 per week

Esther M. Chandler, general assistant, transfer from Memorial
to Brighton Branch, \$22 to \$25 per week;

Ordered that William J. Kane, janitor-laborer Central Library,
be rated as machinists helper, with increase in pay from \$30 to \$33 per week.

Ordered that Ernest J. Rousseau, jr. be employed as assistant
in the Branch Department, Shipping division, at \$12 per week, as of
January 14.

Ordered that the following persons be granted leave of absence
without loss of pay, on account of illness: Purse E. Buckley, Bikes Hall, ten
days, Ruth M. Hayes, South End Branch, four weeks, Marion H. Shumway,
Director's office, four weeks, Sarah M. Usher, Branch Department, five days,
Isabel Wetheross, Lower Mills Branch, twenty-one days. Also, that
Geneva Watson, West Roxbury Branch and Carl B. Smart, Mt. Bowdoin
Branch be granted an additional vacation allowance of three weeks each,
without loss of pay.

The following bills having been approved by the Director and
certified by the Auditor to be correct, were allowed and ordered paid:
chargeable to the general appropriation amounting to \$22,107.69 to trust
funds income \$29,78 and to the special appropriation for Branch
Libraries \$250.34.

The Director was authorized to purchase according to a
list submitted by him and to be placed on file, Miscellaneous Supplies
for the Central Library and branches to the amount of \$1,620.75, for Binding
\$177.44 and for Printing Department \$1,013.

The Director presented a letter addressed to him by the Mayor
in relation to the possible use by the Old Dorchester Post American
Legion of the quarters now occupied by the Lower Mills Branch of
the Library and the transfer of the Branch to a school building in the
neighborhood; and submitted his reply to the same which was
approved.

The question of reopening the Readville Branch of
the Library was taken from the table and considered; and on motion

February 19, 1931

of Mr. Sedgwick it was

Voted: that this Branch be reopened as soon as expedient.

The following Resolution on the death of Frank H. Chase
was adopted:

"Resolved: that the Trustees of the Public Library of the
City of Boston are sensible that in the death of Frank
Herbert Chase, the Library has been deprived of the
services of a wise official who, for nineteen years,
contributed no little to its advancement.

"Mr. Chase entered the service of the Library on
October 2, 1911, as Custodian of the Special Libraries
Department. On May 19, 1916 he was appointed to
the newly created position of Reference Librarian, with
charge of all matters pertaining to the use of books, and
such other executive work as might be entrusted to him by
the Director. Mr. Chase's title was changed to that of
Assistant Librarian on January 10, 1930.

"Mr. Chase was deeply interested in the various
problems of library administration. He gave to the
Library loyal and devoted service, carrying with ease
and efficiency his many responsibilities. In addition
to his scholarly attainments, Mr. Chase possessed a
personality of charm and held the respect of all with
whom he came in contact.

"Resolved: that this minute be placed upon the
records of the Board of Trustees and that a copy
be sent to Mrs. Chase"

Special cards were granted to the General Magazines
Corporation, Frank L. Miller, Claude E. Samier, Marie Perry
Stafford, Howard K. Thompson, and Martha C. Young.

The Director reported the receipt of a photograph
of President Hoover with his autograph, given by him for

February 19, 1931

the files of the Library.

Dissolved: Della Jean Deery
Desk

March 6, 1931

Friday, March 6, 1931

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Burton, Kirstein and Selgwick.

The President Mr. Burton in the chair.

The record of the meeting of February 19, 1931 as presented, was approved.

A committee of the Boston League of Women Voters appeared by invitation of the Trustees to present for consideration the subject of a classification for personnel service for the library system; after which they withdrew.

A communication from the Mayor forwarding copy of a legislative act approved and adopted by the Governor, authorizing the Trustees to take and hold real and personal property to an amount of \$20,000,000, being an amendment of Chapter 114 of the Acts of 1878 and Chapter 116 of Special Acts of 1919; was read and ordered placed on file.

An order from the City Council approved by the Mayor on March 3, 1931 appropriating a sum of \$200,000 for the establishment of branch libraries, was read and ordered placed on file.

Voted: that the following described parcels of land are required for branch library sites and that the Board of Street Commissioners be requested to take them for library purposes:

1. The property of Lucy von Pletten at 433 Centre Street, Jamaica Plain, and adjoining lot on Centre Street, consisting of, in total, 9777 square feet, with a frontage of 100 feet, more or less, on Centre Street.

2. The property of P. F. Sanborn, deceased, Harry F. Sanborn, executor of estate, located at 419 Fenwick Street, corner of Bigelow, Brighton, consisting of one lot with a frontage of 103 feet, more or less, and containing approximately 12,978 square feet.

Voted: that Mr. John Deek be requested to submit appraisals for the above described land.

A communication from Bram Ferguson, Architects, enclosing a protest addressed to them regarding the seal of the Library over

March 6, 1931

the entrance of the new Parker Hill Branch Library building, was referred to Mr. Selgwick.

A communication from the New England Mutual Life Insurance Company offering for consideration a piece of property in Jamaica Plain as a site for a branch library building, was read and ordered placed on file.

Mr. Abbott, to whom was referred the question of repair and relaying of the Boylston and Dartmouth Street platforms of the Central Library building, presented a general outline from J. R. Worcester Company, Engineers, as to the work to be done and the proceeds; and on his motion, it was

Voted: that J. R. Worcester Company be engaged to furnish as close an estimate as possible of the cost of the work.

As requested, Mr. Money presented a report on the present engine and generator equipment of the Central Library, and a recommendation as to an operating schedule, which was approved.

The President was authorized to execute a contract with John Farguhar's Sons, Inc. for renovating portions of the condensation roofing and repairing portions of the main roof, Central Library building, at a cost not to exceed \$6,785.

The Director's report was read by him.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$2,247.64 for Binding \$188.06 and for Printing Department \$735.61, and chargeable to the special appropriation for Branch Libraries, \$590.

Voted: that there be allowed and paid to Danny Tibbets, contractors, the sum of \$7,025.25 fifth payment on contract for Mattapan Branch Library building, and to Putnam Box, Architects, \$210.76 for professional services on same; and that the President sign requests on the City Auditor for special drafts in favor of said payments, to be charged to the special appropriation for Branch Libraries.

On recommendation of the Director, it was

Ordered: that the following service charges take effect March 6:

Grade increases in pay: Catalogue Department
Benjamin W. Ridd, \$28 to \$30 per week
Joseph R. Lynch, \$18 to \$20 per week

March 6, 1931

Harry C. Fletcher, \$15 to \$17 per week

Binder: Leo H. Overlan, finisher, \$41.50 to \$45 per week

Branches: Marion K. Abbott, branch assistant Upper Branch, \$23 to \$25 per week
 Lillian M. Belger, general assistant North Branch, \$23 to \$25 per week
 Ida J. Burkyan, general assistant West End Branch, \$18 to \$16 per week
 Katherine M. Collins, general assistant South Branch, \$22 to \$23 per week
 Mary A. Hockett, first assistant South Branch, \$27 to \$28 per week
 Juliette L. Lyon, second assistant North Branch, \$24 to \$25 per week
 Carl B. Stuart, librarian Mt. Vernon Branch, \$27 to \$29 per week

On recommendation of the Director, Alice V. Steeves of the Branch Department was granted an additional vacation allowance of four weeks, without loss of pay.

On recommendation of the Director, Catherine A. McEntley, cleaner at the Central Library was granted a sum of \$50 from the Alice Lincoln Whitney Fund, on account of illness.

Voted: that there be allowed and paid to Mary Madam Chase, executrix of the estate of Frank H. Chase, deceased, the sum of \$92.05 due for services on payroll of the Library Department dated December 11, 1930.

Special cards were granted to Judge Boudreau and to David M. Cheney.

A committee of the Branch Librarians appeared by invitation of the Trustees and presented a petition for a re-rating of their positions and salaries. They were assured that every consideration would be given to their petition.

Mr. Maginnis of Maginnis Walsh, Architects, presented preliminary plans for the new branch library building in the Baylston district.

Dissolved: Della Jean Deery
 clerk

March 10, 1931

Tuesday, March 10, 1931

A special meeting of the Corporation was held in Mr. Kirstein's office at 426 Washington Street, Boston, at 10.30 o'clock a.m.

Present: Messrs. Buxton, Kirstein and Sedgwick; and Mr. Moray, Assistant Librarian.

The President Mr. Buxton in the chair.

In the absence of the clerk, Mr. Moray was appointed clerk pro tempore.

The President presented a communication from

Dacey Tibbatts, Inc. contractors for the construction of the Mattapan Branch Library building, dated March 7, 1931, claiming reimbursement under Article IV of their contract with the City of Boston dated September 27, 1930, for loss and damage and delay under said contract; together with copy of a statement of claim sent to Peterson & Gay, Architects, on March 7, 1931; and on motion of Mr. Kirstein, it was

Voted: to grant a hearing to Dacey Tibbatts, Inc. upon their request of March 7, 1931, at the next regular meeting of the Board to be held at the Library on Friday, March 27, 1931 at 4 o'clock p.m. at which meeting the Board will hear such witnesses and evidence as they may desire to present.

Dissolved: (Signed) Theodore D. Moray
 Clerk pro tempore

Thursday, April 2, 1931

April 2, 1931

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Abbott, Buxton and Sedgwick.

The President Mr. Buxton in the chair.

The records of the regular meeting of March 6, 1931 and the special meeting of March 10, 1931 as presented, were approved.

Mr. Maginnis of Maginnis Walsh, Architects of the new branch library building in the Baylston district, presented the preliminary plans for the building, which were considered and those of Scheme B accepted.

Circular No. 2 from the Mayor's office were received and ordered placed on file.

The President reported that he had executed the following contracts, awarded without public advertising under approval of His Honor the Mayor: for the Parker Hill Branch: Watson Manufacturing Company, special steel shelving \$2530.10; A. J. White Co., Inc. lighting fixtures \$2400; Remington Rand Business Service, Inc. furniture and library equipment \$3588.20. For the Mattapan Branch: J. W. Kuehman, special library furniture \$1297; Mellich & Dyfiele Mfg. Company, tables and chairs \$2614.

Voted: that this action be approved and confirmed.

April 2, 1931

A check for \$1051 was received from the Old Colony Trust Company, executor of the will of the late Helen Lambert of Boston, in payment of a bequest of \$1000 to the Library in memory of her parents Frederic and Louise Lambert; together with interest at 4% from December 9, 1929; and it was

Voted: that the bequest be funded as the "Helen Lambert Fund in memory of Frederic and Louise Lambert" in accordance with the terms of the same; and the income expended for the purchase of books and other library material until otherwise ordered by the Board.

The Director's report was read by him.

Voted: that there be allowed and paid to the A. Piotti Company the sum of \$14,564.75 being fifth payment on contract dated October 1, 1930 for the construction of the Parker Hill Branch Library building; and that the President sign a request on the City Auditor for a special draft in favor of said payment, said amount to be charged to the special appropriation for Branch Libraries.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$2157.72 for Binding \$1219.34 and for Printing Department \$120.40; and chargeable to the special appropriation for Branch Libraries \$784.95.

The Director reported that since the last meeting on March 6 the President had approved payment of the following bills: chargeable to the general appropriation amounting to \$34,234.34 and to trust funds income \$1,014.93; and this action was approved and confirmed.

On recommendation of the Directors, it was

Ordered: that the following service changes take effect

April 3 unless otherwise indicated.

Grade increase in pay:

Alice J. Henry, Second Assistant Andrew Square Branch
\$26 to \$27 per week

Promotion

Mary B. McMahon, general assistant North End Branch
to the position of children's librarian, with increase in pay from \$24 to \$27 per week

Mary W. Nichols, general assistant East Boston Branch
to the position of children's librarian, with increase in pay from \$25 to \$27 per week

Employment

Samuel Green, Assistant Periodical Room
\$15 per week

April 2, 1931

Frederick J. Murphy, boy laborer, Engineer & Janitor
Department \$15 per week: Civil Service Certification
Nellie M. Burns, cleaner, Central Library, \$18 per week
as of March 5: Civil Service Certification.

The Director presented a letter addressed to him by French & Hubbard reporting progress in connection with the matter of lighting the Delivery Room at the Central Library.

A letter dated March 9 from Mr. J. A. Russell, Supervisor of the International Union of Operating Engineers in relation to the operation of the power and heating plant of the Library, was referred to the Director for reply.

The Director reported a gift from Miss Sargent and Mrs. Ormond sisters of the late John Singer Sargent, through Mr. Thomas A. Fox, of an original sketch by Mr. Sargent, a study for the central panel of his mural painting in the Library portraying the Sermon on the Mount.

Special cards were granted to Dr. L. Eugene Emerson and to Grace MacFarland Snell.

On recommendation of Bram Ferguson, Architects, the President was authorized to approve a change in the contract of the A. Piotti Company for the Parker Hill Branch Library building, substituting asphalt for a water-bound macadam driveway, without change in the contract price.

The President was authorized to approve an order to the A. Piotti Company for additional wrought iron fencing at the Parker Hill Branch Library building, at a cost of \$97.2.

The following bills were allowed and ordered paid to J. P. Worcester Company, April 1, for professional services in connection with sharing of front platform, and location of test pits, \$145; B. J. Smith Company, March 26, for making test borings on site of new Fenwick Branch Library building, \$101.56.

The President was authorized to execute a contract with the Blakelee Rollins Corporation, awarded without public advertising under approval of the Mayor, for excavating three test pits in the basement of the Central Library building, for the sum of \$2100.

The matter of reconstruction of the granite platform around the Central Library building was taken up for consideration, and reports on the same were received from J. P. Worcester Company.

April 2, 1931

together with an estimate of cost of \$85,000. On motion of Mr. Abbott, it was

Voted: that the President be authorized to request from the Mayor a special appropriation of \$85,000 for doing this necessary work.

In accordance with the vote of March 10, 1931, Messrs. Doery & Tibbets were heard on their claim of March 7, 1931 for reimbursement under Article IV of their contract with the City of Boston dated September 27, 1930 for the construction of the Mattapan Branch Library building for loss and damage and delay under said contract.

There were present: Mr. Walter L. Brown representing Doery & Tibbets, and their Superintendent of Construction Mr. Trudeau; Mr. William E. Putnam of Putnam Cox, Architects of the building, and two assistants; Assistant Corporation Counsel Joseph P. Lyons representing the City of Boston; the Director of the Library and Mr. Money the Assistant Librarian.

After hearing such evidence as was presented, the hearing was terminated.

Dissolved: *Walter L. Brown*
Clerk

April 25, 1931

Saturday, April 25, 1931

A regular meeting of the Corporation was held in Mr. Kirstein's office at 426 Washington Street, at 9.45 o'clock a.m.

Present: Messrs. Abbott, Burton and Kirstein.

The President Mr. Burton in the chair.

The record of the meeting of April 2, 1931 as presented, was approved.

Mr. Hopkins of Kilham, Hopkins & Greeley, Architects of the new Fenwick Branch Library building presented revised plans for this building which were considered in detail; and it was

Voted: that the original plan for the interior, and the revised design No. 2 for the exterior, be accepted, the building to be constructed of limestone.

Mr. Money presented for consideration two sites for the relocation of the Jeffries Point Branch; and action was deferred until the Trustees examine the same.

Circular No. 3 from the Mayor's office was read and ordered placed on file.

April 25, 1931

A letter dated April 18 was received from the Mayor's office requesting a list of three names for consideration in the appointment of a member of the Art Commission; and it was

Voted: that the Trustees nominate under Chapter 410 of the Acts of 1896: William J. Eldrich, Charles Hopkinson, and Edward J. Holmes.

Voted: that there be paid to Arthur Lee Kissolving as he is Pastor of Trinity Church in the City of Boston, the sum of \$4,064.37 income for the year ending December 31, 1930, on The Children's Fund given to the Library under the 11th clause of the will of Josiah H. Benton; as required by the 12th clause of said will.

A letter from J. R. Worcester Company dated April 13, in relation to their charges for professional services in connection with the reconstruction of the Central Library building platform, was referred to Mr. Money.

Mr. Money reported that J. R. Worcester Company had made a recent examination of the piles in the test pits under the Central Library building foundations, and found them in first-class condition.

The Director's report was read by him.

The Director reported that since the last meeting on April 2, the President had signed bills as follows: chargeable to the general appropriation amounting to \$33,897.18, to trust funds income \$817.73 and to the special appropriation for Branch Libraries \$578.93. And by special draft, to Doery & Tibbets, Inc. \$8,674.25, Putnam Cox \$26.23 and to A. L. White Company, Inc. \$1,615: chargeable to the special appropriation for Branch Libraries.

This action was approved and confirmed.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$3,440.52, for Binding \$4,619.12 and for Printing Department \$198.72; and chargeable to the special appropriation for Branch Libraries \$3,451.15.

Voted: that there be allowed and paid to John Farquhar's Sons, Inc. the sum of \$1,201.11 on account of contract for renovation of condensation roof; and that the President sign a request on the

April 25, 1931

City Auditor for a special draft in favor of said payment, to be charged to the general appropriation 1931.

On recommendation of the Director, it was

Ordered: that Helen M. Ryan, clerk in the Bindery, be allowed a grade increase in pay from \$20 to \$23 per week, effective 24th.

Ordered: that Morris J. Rosenberg be granted \$50 from the Alice Lincoln Whitney Fund.

The following persons were granted extra vacation allowance: Nils J. Herland, engineer, Central Library, four months without pay; and Elizabeth Lewis, assistant Bates Hall Reference, two weeks with pay.

The Director's recommendation for the appointment of a professional adviser for purchases for the Bowditch Collection, with an honorarium of \$100 a year, was laid upon the table.

The Director's recommendation that Article IV, Section 1 of the Rules & Regulations of the Library which now reads: "A Library card shall regularly entitle its holder to have four books from the Library at the same time; except in the case of children below the age of sixteen years, who shall be entitled to have only two books at a time" be amended in the last clause to read: "below the age of fourteen years, or" was approved and adopted.

His recommendation for the amendment of Article VII, Section 4 of the Rules & Regulations of the Library relating to unpaid fines, was referred to the Law Department.

The Director was authorized, on his recommendation, to send deposits of books to private schools and institutions.

The Director reported on the offer of Mr. Gamaliel Bradford of a memorial tablet to Katherine Lee Bates for the courtyard of the Library, and presented a design of the same. The matter was laid upon the table.

A letter from the Museum of Fine Arts, offering to the Library as gifts, and loans for exhibition, several groups of objects, and paintings from the Museum collections, the loans to be insured at the rate of 50 cents per \$1000 per month, was approved and accepted.

Special cards were granted to Frank Kiernan, Gabriel Ryan, Helen L. Saffel and E. D. Williams.

The Director reported that French & Hubbard are continuing their experiments in the lighting of the Abbey paintings in the Delivery Room of the Central Library.

He reported also that Assistant Corporation Counsel

April 25, 1931

Joseph P. Lyons wishes to meet with the Trustees to discuss the matter of the claim of Dacey & Gibbetts, Inc.; and he was requested to inform Mr. Lyons that the Trustees will be glad to have him present at their next regular meeting.

As requested by the President, the Director presented a report on the present situation in the Printing Department, which was laid upon the table for consideration at a later meeting.

Voted: that the annual meeting of the Corporation due to be held on Monday, May 4, be postponed to the date of the next regular meeting.

Dissolved.

Walter J. Dwyer

Friday, May 15, 1931
The annual meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

May 15, 1931

Present: Messrs. Buxton, Hall and Kirstein.

The President Mr. Buxton in the chair.

The following communication was received and read:

City of Boston, Office of the City Clerk
City Hall, May 13, 1931

I hereby certify that

John L. Hale

having been duly appointed to be a Trustee of the Boston Public Library for the term ending April 30, 1936, this day appeared and was sworn as such officer

Attest
(signed) W. J. Doyle
City Clerk

The Corporation proceeded to the election of officers by viva voce vote, as follows:

First vote for President.

Mr. Buxton voted for Louis E. Kirstein, Mr. Hale voted for Louis E. Kirstein, Mr. Kirstein not voting; and Louis E. Kirstein was declared elected President.

First vote for Vice President.

Mr. Buxton voted for Ellery Sedgwick, Mr. Hale voted for Ellery Sedgwick, Mr. Kirstein voted for Ellery Sedgwick; and Ellery Sedgwick was declared elected Vice President.

May 15, 1931

First vote for clerk

Mr. Burton voted for Della Jean Deery, Mr. Hall voted for Della Jean Deery, Mr. Kirstein voted for Della Jean Deery who was declared elected clerk and qualified for office by taking and subscribing the following oath:

I, Della Jean Deery, solemnly swear that I will well and faithfully perform all the duties incumbent upon me as clerk of the Trustees of the Public Library of the City of Boston

Della Jean Deery

Suffolk SS. Subscribed and sworn to this fifteenth day of May A. D.

1931

Before me:

Victor C. Buckley
Notary Public

Voted: that any member of the corporation is authorized to sign on behalf of the corporation, all bills, special drafts and payrolls of the Library.

The regular meeting of the corporation was then held.

The record of the meeting of May 25, 1931 as presented, was approved.

Circular No. 4 from the Mayor's office was read and ordered placed on file.

The President reported that after an inspection by a committee of the Trustees of the two sites in the Jeffries Point district proposed for the relocation of the Jeffries Point Branch, they informally requested the Board of Street Commissioners to take the following described parcels of land for library purposes:

1. Property of the estate of Catherine J. and Thomas J. Keating, Alice J. Keating executor, located at 222 Webster Street, East Boston, Boston, Massachusetts, consisting of 2937 square feet of land together with one brick house thereon;

2. Property of Mary M. Agnew, 224 Webster Street, East Boston, Boston, Massachusetts, consisting of 4125 square feet of land together with one brick house and one two-car garage located thereon.

Voted: that this action be approved and confirmed.

Voted: that Thomas Williams, Architect, be engaged to remodel the property at 222 and 224 Webster Street, East Boston, for library purposes.

Communications from John Beck, Real Estate Broker, reporting on his examination of property in the Fenwick and Baylston districts proposed as sites for branch library buildings, and his appraisal of

May 16, 1931

the same; and from the Board of Street Commissioners in relation to the taking of these properties and the award for the same, were read and ordered placed on file.

Mr. Money reported progress in the matter of certain construction work in his charge, namely, the completion of the Mattapan and Parker Hill branch library buildings; plans and specifications for the Baylston and Fenwick branch library buildings; and the remodeling of the Jeffries Point building.

A report from J. R. Worcester Company dated May 14, on their examination of the piling under the western court wall of the Central Library building, that in their opinion these piles are in first-class condition and well protected by water, was read and ordered placed on file.

The matter of the cleaning of Bates Hall was taken up for consideration, and Mr. Money reported that Jay & Gale Architects had submitted estimates of cost of \$10,000 for cleaning and painting the ceiling, and \$15,000 for staging for the same, for cleaning stone work, relaying electrical conduits, and relaying the terrazzo and marble floor.

He recommended that proposals for this work be asked without public advertising from a selected list of from three to seven outstanding contractors in each line of work. He stated that the lists of contractors presented by Jay & Gale had been submitted to Grant Ferguson, Magnus Walsh, and Putnam Day who agree with Jay & Gale in their selection. After consideration, on motion of Mr. Kirstein it was

Voted: that the Mayor's permission be requested to award contracts without public advertising but from a selected list of three outstanding decorators for cleaning and painting the ceiling of Bates Hall, and from a selected list of seven outstanding contractors for the staging of the same, cleaning stone work, relaying the electrical conduits, and relaying the terrazzo and marble floor.

The Director's report was read by him.

The Director reported that since the last meeting of the Trustees on April 25, the President had signed the following bills, for payment by special draft: Daisy Tibbells, Inc. \$9,154.50,

May 15, 1931

seventh payment on contract for Mattapan Branch, and to Putnam Box #244.63 for professional services on the same; to John Farquhar's Sons, Inc. #2,428.58, second payment on contract for repair of condensation roof; and to the Standard Fuel Company #2,083.34 for fuel. Also bills for books payable by draft or funds on deposit in London, amounting in the aggregate to \$5020.26.

Voted: that this action be approved and confirmed.

The following bills having been approved by the Director were allowed and ordered paid: chargeable to the general appropriation amounting to \$31,381.22 and to trust funds income \$1,232.26; and by special draft chargeable to the special appropriation for Branch Libraries, Remington Rand Business Service, Inc. #576.60 and to Dacey & Tibbets, Inc. #30.16.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$25,611.27, for Bindery \$331.15 and for Printing Department \$24.55; and chargeable to the special appropriation for Branch Libraries \$147.41.

On recommendation of the Director, it was

Ordered: that the following service changes take effect May 15, unless otherwise indicated:

Grade increase in pay

Anna G. Bell, general assistant Dorchester Branch, \$18 to \$20 per week
 Marie M. Kennedy, second assistant South Boston Branch, \$26 to \$27 per week
 Marjorie F. Nelson, general assistant Kirklin Branch, \$23 to \$24 per week
 Sophie Corjow, general assistant South Boston Branch, \$18 to \$20 per week
 Susan W. Kenfrew, general assistant Museum Square Branch, \$23 to \$25 per week
 James Solari, junior East Boston Branch, \$31 to \$33 per week

Promotion

Esther M. Chandler, general assistant Brighton Branch to the position of first assistant, with increase in pay from \$25 to \$26 per week

Transfer

Margaret A. Galvan, librarian Jeffries Point Branch at \$32 per week, to the position of librarian Boylston Branch at \$33 per week
 Edna G. Park, general assistant Tyler Street Branch at \$24 per week, to the position of assistant-in-charge Phillips Brooks Memorial Branch, at \$25 per week

Appointment of

Helene H. Carret, general assistant Jamaica Plain Branch at \$20 per week and under Civil Service certification
 Abbie E. Burke, cleaner Central Library, \$18 per week as of April 18.

Leave of absence

Della J. Deery, Executive Department four weeks additional vacation allowance, without loss of pay.

On recommendation of the Director, it was

Voted, that employees who are members of the American Library Association be allowed time to attend the annual conference of the Association

at New Haven, June 22 to 27, 1931, without loss of pay, provided their absence can be arranged without detriment to the service. May 15, 1931

The matter of the Katherine Lee Bates Memorial tablet was taken from the table, and the Director presented a letter addressed to him by the Art Commission in relation to the size of the tablet. After consideration, it was

Voted: that at present the acceptance of this tablet is not approved.

The Director was authorized to purchase a copy of "Sidney L. Smith: designer, etcher, engraver" Boston, 1931, privately printed, at a cost of \$45; and a copy of "Meat out of the Easter" by Michael Wiggsworth, Boston, 1917, 5th edition, at a cost of \$112.50, chargeable to trust funds income.

The Director presented his periodical subscription list recommended for 1931-32 including sixty-three additional subscriptions at a cost of \$572.24; making the total cost for the entire list for the year \$5,218.29 which was approved.

The Director reported that the Phillips Brooks Memorial Branch at Rosville, will be opened to the public on Monday, May 18.

A change in the plans of the Boylston Branch Library building, in the entrance to the lecture hall, recommended by the Architects, was approved.

Dissolved: Della Jean Deery
 Clerk

Friday, May 29, 1931

May 29, 1931

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Huston, Hall and Kirstein.

The President Mr. Kirstein in the chair.

The records of the annual meeting and regular meeting of May 15, 1931 as presented, were approved.

Circular No. 5 from the Mayor's office was read and ordered placed on file.

With respect to comment by residents of the Parker Hill district on the reproduction of the seal of the Corporation

May 29, 1931

over the main entrance of the new Branch Library Building, the matter of a suggested change in the present panel or the substitution of some other decorative panel was referred to a committee consisting of Messrs. Duxton and Hale, with power.

The matter of certain decorative features for the exterior of the new Buxton Branch Library Building, namely the placing of a bust or decorative panel over the main entrance, and change in the design of the balustrade, was referred to the committee consisting of Messrs. Duxton and Hale, with power.

Mr. Money, Assistant Librarian, reported that the special appropriation of \$85,000 requested by the Trustees for the reconstruction of the front platforms of the Central Library building and presented by the Mayor to the City Council as a loan order, cannot be passed without the Mayor's signature on his return from Europe about the middle of June. In the meantime, to avoid delay, he recommends that the following list of contractors selected by J. R. Worcester Company, Engineers, be approved, and the Engineers authorized to request from them lump sum bids for the performance of the above work, these contractors to be advised of the situation in advance of bidding: L. D. Willcutt & Sons Co., George B. H. Mosher Co., W. A. & H. A. Root, Blakelee Rollins Corporation, J. Stuart & Son Co., Ira G. Hersey & Sons Co., Walter C. Wentworth Co., and this recommendation was approved and adopted.

Mr. Money presented plans approved by the Director, the Supervisor of Branches and the Supervisor of Work with Children, for the remodeling of the buildings proposed for the relocation of the Jeffries Street Branch, prepared by Thomas Williams, Architect, which were approved.

Mr. Money reported that A. Potti Company, contractors for the construction of the Parker Hill Branch Library building do not agree with the Architects of the building in the interpretation of Item 56 of the general specifications of their contract for excavating, claiming additional compensation for this work, and it was

Voted: that the Trustees do not recognize this claim.

In the matter of the claim of Percy J. Tibbets, contractors, dated March 7, 1931 for reimbursement under Article IV of their contract for the construction of the Mattapan Branch Library building, it was

Voted: that if suit is brought on this claim, the Trustees will resist the same.

The President presented a letter addressed to him by

May 29, 1931

Mr. Gualiel Bradford under date of May 21, asking the Trustees to reconsider their action of May 15 in not accepting for the present the memorial tablet to Katherine Lee Bales, offered as a gift; and after consideration it was

Voted: that the opinion of the Trustees as expressed in their action of May 15, is not changed.

The Director's report was read by him.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,783.42, for Binding \$37.13 and for Printing Department \$52.88; and chargeable to the special appropriation for Branch Libraries \$72.25.

The Director reports that since the last meeting of the Trustees on May 15, bills had been authorized for payment by special draft as follows: to A. L. White Company, \$680 for lightning fixtures for Parker Hill Branch; and to A. Potti Company, Contractors, Parker Hill Branch \$13,946.80; chargeable to the special appropriation for Branch Libraries. This action was approved and confirmed.

On recommendation of the Director it was

Ordered: that the following service changes take effect May 29, unless otherwise indicated:

Grade increases in pay

Ordering Department: Ruth S. Berlin, \$21 to \$24 per week

Issue Department: Thomas J. Brennan, Chief, \$16 to \$20 per week

Santa M. Costa, \$23 to \$25 per week

Olivia M. Partridge, \$18 to \$20 per week

Ellen M. Barry, \$16 to \$18 per week

Olivia J. Smith, \$16 to \$18 per week

Bridie O'Connell, \$15 to \$17 per week

Grace M. Marvick, \$15 to \$16 per week

Branch Department: Muriel E. Conn, \$30 to \$32 per week

Charles J. Gilles, \$25 to \$27 per week

Francis W. Fichter, \$17 to \$18 per week

Binding Department: Chester A. Walsh, apprentice, \$12 to \$15 per week to date from February 6, 1931, date when due

Branches: Julia H. Barry, Brighton, \$20 to \$22 per week

Ida D. Duckworth, West End, \$16 to \$17 per week

Mr. Agnes Cogburn, Memorial, \$20 to \$22 per week

Anne M. Connolly, South End, \$28 to \$29 per week

Madeline D. Holt, Mattapan, \$24 to \$25 per week

Margaret H. Reid, Mt. Pleasant, \$33 to \$35 per week;

Promotion

Margaret B. Lapper, first assistant Statistical Department to the position of assistant-in-charge, with increase in pay from \$34 to \$35 per week

Mildred C. White, general assistant West End Branch to the position of children's librarian, \$24 to \$27 per week to date from July 3;

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Transfer

Margaret G. Burns, general assistant, Branch Department Central Library, to Parker Hill Branch, \$20 to \$22 per week
 Gertrude M. Cooke, general assistant, from Uphams Corner to Hyde Park Branch, \$20 to \$22 per week
 Mary U. Nichols, children's librarian East Boston Branch to position of assistant-in-charge Jeffries Point Branch, \$27 to \$29 per week;
Employ in regular service
 Catherine C. Hannon, bookbinder (Folder) Bindery Department \$23.50 per week as of May 18. Civil Service Certification

Branches:

Miscella L. Garry, general assistant Bellows Athenaeum Branch, \$20 per week
 Mary J. Gilman, general assistant Bellows Athenaeum Branch, \$20 per week
 Ruth R. Goodwin, general assistant Uphams Corner Branch, \$20 per week
 Alice Lavin, general assistant East Boston Branch, \$18 per week
 Mary E. Rock, general assistant Jamaica Plain Branch, \$14 per week
 Mary R. Frasers, general assistant Dorchester Branch, \$20 per week

The request of Agnes C. Doyle, Geological Division, Bates Hall, for a leave of absence of one month with half pay, was granted.

On recommendation of the Director, the following persons were granted leave of absence without loss of pay, on account of illness: Samuel A. Cavalier, Chief Catalogue Department, two weeks, and Marion H. Shumway, assistant Executive Department, four weeks.

The Director presented a letter addressed to him by the Superintendent of Public Buildings asking if a meeting place may be provided in the Library building for the Art Commission of the City; and it was

Voted: that the Trustees regret that there is no space available for such meetings.

On recommendation of the Director, it was

Ordered: that bills of \$4.50 for medical treatment and \$2.50 for repair of broken eyeglasses on account of an accident in the Memorial Branch to a patron of the Library, were allowed and ordered paid.

Voted: that the Director be authorized to grant to employees whose vacation allowance has been shortened by illness, in proof of which a physician's certificate must be presented, an additional vacation, not to exceed half of the regular allowance.

Voted: that during the summer months in the absence of the Director, and the Clerk of the Corporation, Richard G. Hussey, Assistant to the Director is authorized to sign bills and payrolls of the Library.

The Director presented his report for the year ending

May 29, 1931

December 31, 1930 which was accepted and ordered printed with the Trustees' report, subject to the approval of individual members of the Corporation.

Discovered: *Nella Jean Deery*
 Clerk

During the summer months the following special meetings of the Corporation have been held:

On June 4, 1931 with Messrs. Buxton, Hall and Selgwick present, it was Voted: that the Vice President be authorized to execute the following contracts awarded without public advertising under authority of the Mayor: E. J. W. E. Whitcomb, in the sum of \$16,387 for construction, repairs and cleaning in Bates Hall; and Pennell, Gibbs & Doring, in the sum of \$4,980 for painting and redecorating the ceiling of Bates Hall: Central Library Building.

Nella Jean Deery
 Clerk

On June 18, 1931, with Messrs. Buxton, Hall and Selgwick present, to consider the following proposals for the reconstruction of the platforms of the Central Library Building: Blakeslee Rollins Corporation \$56,070, W. A. & H. A. Root \$62,291, Walter A. Wentworth & Co. \$62,657, Ira G. Jersey & Sons Co. \$64,700, L. D. Willcutt & Sons Co. \$70,877, George B. H. Macomber Co. \$72,900; and it was

Voted: that the Vice President be authorized to request the approval of the Mayor to award the contract for the performance of this work, without public advertising, to the Blakeslee Rollins Corporation for the sum of \$56,070; and subject to such approval, to execute the contract.

Nella Jean Deery
 Clerk

On June 25, 1931, with Messrs. Buxton, Hall and Selgwick present, to consider the following proposals for the construction of a branch library building in the Dorchester district of Jamaica Plain, publicly opened and read on June 18, 1931: C. Graglia & Son \$76,139, J. M. Dolan Company \$81,571, Edward Herman \$82,400, Thomas Dolan \$83,300, Hill & Dolan \$83,700, Marden Construction Company, \$84,321, Rudnick Brothers \$86,540, M. S. Kelliher Co. \$87,379, Archdeacon Sullivan Inc. \$87,390, J. A. Singarella \$87,870, Boyer Construction Co. \$89,311,

Special Meetings:
 June 4, 1931

June 18, 1931

June 25, 1931

Special Meetings

June 25, 1931

A. Piotta Company, \$89,444, J. Slotnik Company, \$89,850, Crane Construction Company, \$90,000, J. Leroy Fox, Inc., \$90,407, R. J. Conolly, Inc., \$90,900, Frank Losardo Co. Inc., \$91,615, James J. Morley Co. Inc., \$93,200, William Draper, \$97,689, Thomas O'Connor Co., \$99,509, Gross & Roberts, Inc., \$104,700, Curtis Swift, Inc., \$113,100.

On recommendation of Maginnis Welsh, Architects, it was Voted: that the proposal of Co. Graglia Son for \$76,139 be accepted, subject to the approval of the Mayor, and the President or Vice President authorized to execute the necessary contract.

Mr. Maginnis, of Maginnis Welsh, Architects, who was present, was requested to consider the possibility of changes in the specifications to effect an approximate saving of \$3,000, and to present a list of such changes to the Trustees as soon as possible.

The following proposals for the construction of a Branch Library building in the Faneuil district of Brighton, publicly opened and read on June 16, 1931, were considered: Boyer Construction Company, \$64,870, Will V. Delaney, \$67,500, J. A. Singarella, \$67,700, A. Piotta Company, \$68,750, M. S. Kelleher Co., \$69,000, Rudnick Brothers, \$69,160, Merden Construction Co., \$69,942, J. M. Dolan Co., \$70,003, Crane Construction Co., \$71,500, J. Slotnik Co., \$71,950, E. Graglia Son, \$72,881, John W. Duff, Inc., \$77,378, and it was

Voted: that inasmuch as the lowest proposal is in excess of the amount available for the purpose, all the above proposals be rejected, and the bidders given an opportunity to figure on revised specifications.

Mr. Hopkins of Kelham, Hopkins Greeley, Architects, who was present, was requested to prepare as soon as possible a revision of the specifications effecting an approximate saving of \$10,000.

Voted: that the President or Vice President be authorized to request the Mayor's approval to award this contract, without further advertising, to the lowest bidder on the revised specifications; and subject to such approval to execute the contract.

Mr. Money, Assistant Librarian, presented for consideration estimates for the repair of the parapet wall and roof of the West Roxbury Branch Library building, as follows: Walter A. Wentworth Co., \$4,950, George C. Irwin Co., \$5,979, L. D. Willcutt & Sons Co., \$5,658; and on his recommendation it was

Voted: that the President or Vice President be authorized to request the approval of the Mayor for the award of this contract without

Special Meetings

June 25, 1931

public advertising, to the Walter A. Wentworth Company for the sum of \$4,950; and subject to such approval, to execute the contract.

Mr. Money, Assistant Librarian, presented for consideration estimates for the repair of the parapet wall and roof of the West Roxbury Branch Library building, as follows: [duplicate of above]

Adolf van der Meer
Clerk

On July 3, 1931, Messrs. Buxton, Hale and Selgwick present, it was

Voted: to request the permission of the Mayor to award a contract without public advertising to the Boyer Construction Company for \$54,475 for the construction of a Branch Library building in the Faneuil district of Brighton; and

Voted: that with the permission of the Mayor, contract with the Boyer Construction Company will be entered into for the above mentioned amount.

Theodore D. Money
Clerk pro tem. J. J. Deery

On July 30, 1931, with Messrs. Buxton, Hale and Selgwick present, it was

Voted: to approve a list of selected contractors and to request proposals from them for the reconstruction of a building for library purposes at Jeffries Point.

Theodore D. Money
Clerk pro tem. J. J. Deery

On August 11, 1931 with Messrs. Buxton, Hale and Selgwick present, it was

Voted: that the request of Joseph A. Singarella, contractor, to be allowed to bid on the reconstruction of the building at 222-224 Webster Street, Jeffries Point, be refused.

Theodore D. Money
Clerk pro tem. J. J. Deery

On August 25, 1931, with Messrs. Buxton, Hale and Selgwick present, it was

Voted: that all the bids for the reconstruction of the

July 3, 1931

July 30, 1931

August 11, 1931

August 25, 1931

Special Meetings
August 25, 1931

building at 222-224 Webster Street, East Boston, received on August 13, 1931, be rejected because of insufficient funds to complete the work at this time. On the reading of a letter from the Law Department advising the Trustees that they might let the property through Mr. Edward Joyce, Municipal auctioneer, Mr. Money was requested to take the necessary steps for letting the property until the work of reconstruction can be carried out.

A letter from the Board of Street Commissioners noting the award of \$8500 for damages in the taking of the property 224 Webster Street, East Boston, for library purposes, was presented and read by Mr. Sedgwick.

A letter from Fox & Gale relative to repairs on the roof of the West Roxbury Branch Library by the Walter A. Wentworth Company was read and it was

Voted: that the sum of \$289.50 be expended to reinforce the roof timbers, furnish and install extra copper flashing back of entrance gable, and rake out and point loose joints of artificial stone cornice.

On recommendation of Fox & Gale, it was also

Voted: to approve the expenditure of \$552.25 in allowance under the contract with Irving Casson - A. H. Danvers Company for certain furniture and other work in Bates Hall.

A request for change in the contract of J. L. V. S. Whitcomb for renovations in Bates Hall, involving an increase in the contract sum of \$1310.42, was considered and approved.

The Assistant Librarian reported that the Library had experienced a noticeable financial loss through vandalism at the Parker Hill Branch Library, and it was

Voted: that permission of the Mayor be requested for the execution of a contract in the sum of \$1207 with the A. Pottle Company for the erection of a fence at the Parker Hill Branch, according to plan and details supplied by Brian Ferguson. It was also

Voted: that a letter be written to Father Garin of the Mission Church, Roxbury, asking his cooperation in preventing further damage to library property.

A communication from Kilham, Hopkins & Greeley, reporting progress of work on the Fenwick Branch Library, was presented and read by Mr. Sedgwick.

Special Meetings
August 25, 1931

Voted: that payment of the sum \$9588.15 be made to the A. Pottle Company on the contract for the construction of the Parker Hill Branch Library, provided that the A. Pottle Company sign and delivers to the City Auditor a release of the City from all liability excepting in the sum of \$100.

Herbert D. Money

Clerk pro tem. J. J. Deery

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Dunton, Kirstein and Sedgwick.

The President Mr. Kirstein in the chair.

The records of the regular meeting of May 29, and the special meetings of June 4, 18, and 25, July 3 and 30, and August 11 and 25, 1931 as presented, were approved.

Circulars 6 to 16 inclusive from the Mayor's office were received and ordered placed on file.

A communication from the City Clerk dated June 2, 1931, being notice of a claim by Frank E. Connor, Inc. for labor and material furnished on plumbing contract for the Mattapan Branch Library Building, Dacey Tibbitts, contractors, was read and ordered placed on file.

The following order from the City Council was received and read:

City of Boston, In City Council

Ordered: That the sum of \$85,000 be and the same hereby is appropriated to be expended under the direction of the Board of Trustees of the Boston Public Library for Central Library Building, Foundation Improvements, etc., and that to meet said appropriation the City Treasurer be and hereby is authorized to issue, from time to time, at the request of the Mayor, bonds or certificates of indebtedness of the City to said amount.

In City Council April 27, 1931. Read once and

passed: yeas, nineteen, nays, none.

In City Council May 11, 1931. Read a second time

and again passed: yeas, twenty-one, nays, none.

Approved by the Mayor June 2, 1931, he certifying on the original order that the foregoing loan order is not, in his opinion, to meet current expense.

Attest: (Signed) W. J. Doyle, City Clerk.

The Director reported that since the last regular meeting of the Trustees on April 29, the following bills had been approved for payment, and purchase of supplies authorized: purchase of miscellaneous supplies for the Central Library and Branches, to the

October 2, 1931

Amount of \$2,452.55. Bills allowed: June 30th requisition, chargeable to the general appropriation amounting to \$34,403.82, to trust funds income \$1,048.59, special appropriations \$2,628.21, and by special draft \$11,064.98; July 31st requisition: general appropriation \$25,617.22, trust funds income \$1,426.89, special appropriations \$7,346.33 and by special draft \$22,411.60; August 31st requisition, general appropriation \$26,711.75, trust funds income \$500.56, special appropriations \$1,121.70 and by special draft \$24,346.80; and September 30th requisition: general appropriation \$22,515.55, trust funds income \$374.36, special appropriations \$616.00 and by special draft \$27,745.46.

This action was approved and confirmed.

A citation dated September 30 on accounts of Arthur J. Clarke as trustee under the will of Josiah H. Benton, was referred to Mr. Hall.

A letter dated September 30 from the A. Potté Company enclosing copy of a letter addressed by them to Bram Ferguson, Architects, in relation to the carving over the doorway of the Parker Hill Branch, was read and ordered placed on file.

Suggestions regarding certain changes in the carvings, and estimates of cost, submitted by Mr. Money, were referred to the committee consisting of Messrs. Burton and Hall.

On recommendation of the Director, it was

Ordered: that the following service changes take effect October 2, unless otherwise indicated:

Library: an increase of \$1.50 a week to all men employed in the Library, to date from June 1, 1931, to meet the Union Scale of wages in that trade, namely:

Leo H. Overlan \$45.00 to \$46.50

James P. J. Cannon \$41.50 to \$43.00

William C. Owen \$41.50 to \$43.00

James P. Moxers \$43.50 to \$45.00

George Haefner \$45.35 to \$46.85

William Cornell \$41.50 to \$43.00

Luke Connor \$41.50 to \$43.00

John C. Daley \$41.50 to \$43.00

Frederic J. Drew \$41.50 to \$43.00

Henry A. Fahy \$41.50 to \$43.00

Ralph E. Fark \$41.50 to \$43.00

George W. Gallagher \$41.50 to \$43.00

John J. Griffin \$41.50 to \$43.00

John J. Skupper \$41.50 to \$43.00

Daniel W. Sheeran \$41.50 to \$43.00

John H. Watson \$41.50 to \$43.00

Grade increase in pay

Francis W. Fisher, Branch Department, \$18 to \$20 per week, June 3

Emma M. Brennan, Branch Department, \$18 to \$20 per week

Mary S. McElman, Branch Department, \$22 to \$24 per week

Louise M. Stanley, Children's Department, \$18 to \$20 per week

October 2, 1931

Branches:

Helen A. Cornell, Newport, \$20 to \$22 per week

Margaret A. McQuoney, City Bldg., \$20 to \$22 per week

Clara L. Maxwell, Librarian, South End, \$23 to \$25 per week

✓ Marjorie F. Wilson, Hingham, \$24 to \$25 per week

Marjorie A. Chausser, Charleston, \$24 to \$25 per week

Irane O'Connor, Allston, \$25 to \$26 per week

Katherine M. Kummer, Brighton, \$27 to \$29 per week

Mary Higgins, Bayshore, \$18 to \$20 per week

Rosa M. Rothman, Uphams Corner, \$23 to \$25 per week

Helen Dagoff, Mt. Vernon, \$24 to \$25 per week

Gertrude Singer, Codman Square, \$20 to \$22 per week

Promotion

Gertha Schults, Branch Department, \$22 to \$24 per week

Caroline Deane, Mattapan Branch, general assistant

to the position of reference assistant, \$25 to \$27 per week

Frances Hale, Memorial Branch, general assistant to position

of second assistant, without present change in pay

Ann Mason, Mt. Vernon Branch, general assistant

to position of reference assistant, \$25 to \$27 per week

Dorothy J. Kourse, Hyde Park Branch, general assistant

to position of reference assistant, \$23 to \$25 per week

Edna E. Peck, assistant-in-charge Phillips Bros. Bk.

Branch to position of librarian, \$25 to \$28 per week

Sara A. Lyon, librarian Upper Street Branch, to the

position of librarian Hyde Park Branch on the retirement

of the present librarian November 1, increase in pay

from \$30 to \$33 per week, November 1.

Transfer

Marguerite H. Donovan, general assistant Orient Heights

Branch to Parker Hill Branch, \$22 to \$24 per week

Mary S. Gilman, general assistant Fellows' Athenaeum

Branch to Allston Branch, without present change in pay

Alise Kavin, general assistant East Boston Branch

to Orient Heights Branch, without present change in pay

Etta Kessell, general assistant Mt. Vernon Branch

to West Roxbury Branch, without present change in pay

Ellen J. Offutt, second assistant Fellows' Athenaeum Branch

to the same position Dorchester Branch without change in pay.

Ordered: that the following persons be employed in the regular service, October 2, unless otherwise indicated:

Elizabeth G. Barry, assistant Statistical Department, \$30 per week

and under Civil Service certification

Albert J. Porgato, assistant Branch Department, \$17 per week;

Raymond E. Lundborn, janitor Parker Hill Branch

\$25 per week as of July 1.

Voted: that there be allowed and paid to Morgan Graffess Company of London, to be placed to the credit of the Trustees for the purchase of books, \$5000 chargeable to trust funds income, and \$4000 chargeable to the general appropriation; and that the President sign a request on the City Auditor for special drafts in favor of said payments.

A letter from Mr. Walter P. Whiting dated October 1 regarding the presentation to the Library of a copy of the History of Boston, England, was read and ordered placed on file.

Special cards were granted to Raimundo Awano, R. T. Bittiger, Elizabeth B. Russell, John M. Cassels, Mrs. Washburn Davenport, Jessie P. Erb, Edward J. Harrington, Independent Workmen's Circle of America, Truman L. Kelley, "The New World", Capt. James C. Pryor, U.S.A., Miriam F. Skirball,

October 2, 1931

Howard L. Stebbins.

The Director reported that on September 29, 1931 he suspended from service on account of excessive absence from duty, pending action by the Trustees, Richard J. O'Brien, steamfitter, Central Library; and it was

Voted: that Richard J. O'Brien be removed from office as steamfitter at the Boston Public Library at 5 o'clock p.m. on Friday, October 2, 1931 for the following reason: Excessive absence from duty.

Voted: that Richard J. O'Brien be notified that if he so requests in writing within a period of seventy-two hours after receipt of notice, he will be given a hearing by the Trustees.

The matter of funds for the reconstruction of the recently acquired property in the Jeffries Point district of East Boston for library purposes, was considered; and Mr. Money, Assistant Librarian was directed to confer with the City Auditor and Budget Commissioner to ascertain some way of securing the funds necessary for carrying on this work.

Mr. Money's recommendation for the purchase of an accounting machine for use in the Auditing and Ordering Departments of the Library was laid upon the table; his recommendation that public proposals be requested for apparatus and material for installing a fire alarm system at the Central Library; and that there be included in the 1932 Budget an item of \$10,000 for the relocation and construction of charging desks in the branch system, were approved.

Mr. Money's recommendation for the complete installation of a new steam boiler at the Hyde Park Branch at an estimated cost of \$1575; the repair and replacement of broken gutters at the same Branch at an estimated cost of \$210; and the purchase of linoleum floor covering for one of the rooms at the Inner Mills Branch at an estimated cost of \$138.50, were approved and adopted.

Dissolved.

Nella Jean O'Leary

Clerk

October 16, 1931

Friday, October 16, 1931

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Buxton, Hale and Sedgwick.

The Vice President Mr. Sedgwick in the chair.

The record of the meeting of October 2, 1931 as presented, was approved.

The subject of the Mayor's Circular No. 16 relating to overtime payments as applied to the Sunday and Evening service of the Library, was considered; and it was

Voted: that the Mayor's approval be requested for continuing this service as now established.

A request from Richard J. O'Brien for reinstatement in the Library service, was denied.

A letter from Miss Lillian M. Towne, Master of the Thomas Gardner School presenting a petition from the Thomas Gardner Home and School Association of North Brighton for the establishment of a branch of the Library in that district, was received and considered; and the Clerk was directed to reply to the petitioners that in view of the general policy adopted by the Trustees that they should not extend the existing plant of the Library, including its branches, until the same are in satisfactory condition, it is not likely that the establishment of any new branches will be undertaken in the near future.

A communication dated October 15 from J. P. Worcester Company recommending certain additional work in connection with the reconstruction of the granite platform of the Library on Boylston Street, was read and laid upon the table until the next meeting.

Mr. Money, Assistant Librarian, presented proposals for additional card catalogue cases for Bates Hall, as follows: Irving Casson - A. H. Davenport Co. \$1900, Remington Rand Business Service, Inc. \$2372, and Francis H. Bacon Co. \$3141, and on his recommendation it was

Voted: that the proposal of the Irving Casson - A. H. Davenport Company of \$1900 be accepted; and the Mayor's approval requested for the award of the contract without public advertising.

Mr. Money reported that on October 14 the following proposals for apparatus and material for the installation of a

October 16, 1931

fire alarm system at the Central Library were received: Mutual District Messenger Company \$1620, Holtzer Cabot Electric Company \$295, and after consideration it was

Voted: to reject all proposals for this work; and to install an additional telephone station at some central point in the building.

The Vice President presented a letter from His Honor the Mayor enclosing an offer to sell for library purposes a church property in Orient Heights; and he was requested to reply to the same that the present library quarters in that section of the city are entirely satisfactory to the Trustees.

The Director was authorized to purchase according to a list submitted by him and to be placed on file: miscellaneous supplies for the Central Library and branches to the amount of \$4,882.29.

The following bills having been approved and certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation amounting to \$21,317.76, to trust fund income \$1,346.31, and by special draft chargeable to special appropriations \$3,487.56.

The Director reported that since the last meeting of the Trustees on October 2, bills has been approved for payment by special draft, chargeable to special appropriations amounting in the aggregate to \$22,899.88; and this action was approved and confirmed.

On recommendation of the Director, it was

Ordered: that the following service changes take effect

October 16:

Transfers

Elizabeth M. Gordon, children's librarian Lyphus Corner Branch to the same position at the East Boston Branch without present change in pay

Dora Feldman, children's librarian Memorial Branch to the same position at Lyphus Corner Branch, without present change in pay;

Promotion

Veronica C. Moran, general assistant Memorial Branch to the position of children's librarian at the same branch, with increase in pay from \$25 to \$27 per week

Employment in the regular service

Sally D. Carroll, general assistant, Tellones Athenaeum Branch, \$18 per week

Grace C. Chippendale, general assistant, Hyde Park Branch, \$22 per week

Francella S. Chittenden, general assistant, Roslindale Branch, \$20 per week

Sylvia H. Cooper, general assistant Kistler Business Branch, \$22 per week

October 16, 1931

Irene E. Hersay, general assistant Roxbury Crossing Branch, \$20 per week
Barbara H. Holmes, general assistant Mattapan Branch, \$20 per week
Frances C. Lepie, general assistant, Codman Square Branch, \$20 per week
✓ Mary C. McDonald, general assistant, East Boston Branch, \$20 per week
Margaret A. Morgan, general assistant Memorial Branch, \$20 per week
Helen D. Mulloney, general assistant South End Branch, \$15 per week
Laura Puffer, general assistant Dorchester Branch, \$20 per week

The following persons were granted leave of absence without loss of pay, on account of illness: Horace J. Richards, Shelf Department, one week, Mary J. M. Boyle, Printing Department, two weeks, William W. Good, Carpenter, seven and one-half days, and Chester C. S. Fagakes, Branch Department, six weeks.

Special cards were granted to Maria E. Fritzinger, Norman H. Hines, Ruth I. Littlefield, Gladys Reed, and Addison Simmons.

Mr. Daniel J. O'Connell, President of Dacey Tibbets, Inc. and Mr. Trudeau their Superintendent, were present to discuss the matter of the claim of Dacey Tibbets, Inc. dated March 7, 1931. After which it was

Voted: that on receipt of a release of the above claim, there be allowed and paid to Dacey Tibbets, Inc. the sum of \$11,033.20 final payment on their contract dated September 27, 1930 for the construction of the Mattapan Branch Library Building; and that the President or Vice President sign a special draft in favor of said payment, to be charged to the special appropriation for Branch Libraries, Establishment of.

Disclosed: *Sells from Dacey*
Werk

Friday, October 23, 1931

October 23, 1931

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Buxton, Hall, Kirstein and Sedgwick.

The President Mr. Kirstein in the chair.

The record of the meeting of October 16, 1931 as presented, was approved.

Action taken at an informal meeting on October 19, 1931, namely the approval of changes in the contract of Dacey Tibbets, Inc.

October 23, 1931

dated September 27, 1930 for the construction of the Mattapan Branch Library building, adding \$657 to the contract price; and extension of time for the completion of said contract from February 14, 1931 to May 29, 1931, was approved and confirmed.

The action of the President in signing on October 22, 1931 a special draft in favor of Harry J. Sanborn in the sum of \$10,000 for land for the Fenwick Branch Library building, was approved and confirmed.

Communications from J. P. Wreeder Thompson in relation to additional work on the reconstruction of the Baylston Street platform, were considered; and on motion of Mr. Buxton it was

Voted, that the work of waterproofing and relaying platform stones on the Baylston Street side of the building, at an estimated cost of \$3,150, be approved.

The matter of the Mayor's Circular No. 16 regarding overtime employment, and its relation to the Sunday Evening service of the Library, was taken up for consideration; together with a communication from the service committee of the Employees' Benefit Association of the Library, requesting permission to present the situation of the employees in the matter before a decision is made by the Trustees effecting a change. Mr. Money, Assistant Librarian, presented the following report of a conference with the Mayor, the Corporation Counsel, and the Budget Commissioner:

1. Overtime was defined as all working hours in excess of the basic working week, generally 44 hours.
2. The Mayor explained that he realized that he had little control over the Library policy regarding overtime work, but that if his views were sought they were as follows:
 - a. That all overtime work was to be abolished by this letter. That overtime work was not existent, if time off were exchanged for extra hours. The only effect was to temporarily rearrange an employee's working schedule.
 - b. That because overtime became non-existent the Civil Service rules regarding overtime compensation (for example time and one-half, or double-time) did not apply. Budget Commissioner Fox advised the Mayor that a compensatory time-off system should be that ruling mean only an even exchange of extra hours for hours off. On this the Mayor agreed and it was ruled that all hours of extra work should be compensated for by allowing that number of hours off during the regular working period.
3. At the request for a special ruling by Library employees the Budget Commissioner and the Mayor recommended and requested the following:
 - a. That there be no exception for any Civil Service employee.
 - b. That there be no exception for any members of the regular Library staff who do not work on the special Sunday and Evening staff.
 - c. That exception be made and current practice continued for those members of the regular Library staff who also work on the special Sunday and Evening staff and who are needed on that

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staff because of their special training and knowledge of library practice to act as liaison officers between the day and evening force."

After consideration, on motion of Mr. Sedgwick it was Voted, that no plans will be considered by the Trustees which would involve a loss of pay to members of the Sunday Evening staff; but that in the matter of overtime work the following rule be adopted:

- a. That there be no exception for any Civil Service employee.
- b. That there be no exception for any members of the regular Library staff who do not work on the special Sunday and Evening staff.
- c. That exception be made and current practice be continued for those members of Library staff who also work on the Sunday Evening staff and who are needed on that staff because of their special training and knowledge of library practice to act as liaison officers between the day and evening force.

The President presented a letter addressed to him by Mr. Frederic Curbiss in relation to the treatment of the courtyard of the Central Library building, and suggesting that Mr. Arthur C. Shurcliff, landscape architect, be consulted in the matter. On motion of Mr. Buxton, it was

Voted, that a sum not exceeding \$300 be expended for plans for the development of the courtyard; and Mr. Money requested to confer with Mr. Curbiss and Mr. Shurcliff in the matter.

Mr. Money presented proposals for the installation of a new steam boiler at the Hyde Park Branch of the Library, as follows: Bunker Bros. Inc. \$1,760, Wilworth-English Platt Co. \$1,760, R. H. Baker Co. Inc. \$1,577, Lynch & Woodward, Inc. \$1,575; and on his recommendation, it was

Voted, that the proposal of Lynch & Woodward, Inc. for \$1,575 be accepted; and the Mayor's permission requested to award the contract without public advertising.

Dissolved: Allen J. Deery
Clerk.

November 12, 1931

Thursday, November 12, 1931

A regular meeting of the Corporation was held in the Trustees' room at 5 o'clock p.m.

Present: Messrs. Burton, Hall, Kirstein and Sedgwick.

The President Mr. Kirstein in the chair.

Numerous letters of sympathy on the death of Mr. Belden were received and ordered placed on file; and the Clerk directed to acknowledge their receipt.

Voted: that there be allowed and paid to Anna B. Belden, widow of the late Charles F. D. Belden, the sum of \$20.41 due for services on payrolls of the Library dated October 22 and 29, 1931.

Letters from the Francis Parkman Parents Association of Forest Hills, the Francis Parkman School District, and from residents of the district, urging consideration of their petition for the establishment of a branch of the Library in the Forest Hills section of the city, were received and read; and the Clerk was directed to reply that the Trustees will give every consideration to their petition as soon as they are in a position to establish any new branches.

Miscellaneous supplies according to a list submitted and to be placed on file, amounting in cost to \$4,612.61 were approved for purchase.

The following bills were allowed and ordered paid, and the President authorized to sign requests on the City Auditor for special drafts in favor of said payments: chargeable to the general appropriation: Irving Hession-A. H. Davenport Co. \$574.84, Pennell, Gibbs & Quiring \$192.60, and J. L. & C. E. Whitcomb, Inc. \$2,644.07, for improvements and alterations in Bates Hall; Game Brothers Co. \$32.09 for Binding Stock; chargeable to the special appropriation for the establishment of Branch Libraries: C. Graglia & Son Co. \$12,400.75 on account of contract for the construction of the Baylston Branch Library building, and A. Piotti Company \$377.63 on account of contract for the construction of the Parker Hill Branch Library building; chargeable to the special appropriation for Foundation Improvements: Blakely Rollins Corporation \$10,965, and J. R. Worcester Company \$400, on account of reconstruction of platform, Central Library building.

The President reported that since the last meeting of the Trustees on October 23, he had signed special drafts as follows:

November 12, 1931

Anna D. McDermey, \$130 for services in connection with title of property for Jeffries Point Branch, and Pennell, Gibbs & Quiring Company \$729.75 for furnishings, Bates Hall; and this action was approved and conformable.

A letter from J. R. Worcester Company dated October 15 recommending certain additional reconstruction work on the Baylston Street platform and excavation for storage basement, laid on the table at the meeting of October 16, was taken up for consideration; and it was

Voted: that it is inexpedient to have this work done at this time.

The budget estimates for the maintenance of the Library for 1932 were adopted as follows: A- Personal services \$917,219, B- Service other than personal \$113,900, C- Equipment \$214,566, D- Supplies \$41,280, E- Materials \$24,035: total \$1,311,000.

Mr. Money reported that the following proposals for the reconstruction of a building for the Jeffries Point Branch were publicly opened and read at 12 o'clock noon on November 12: Samuel Pasquale \$18,999, Frank Losardo Co. Inc. \$19,399, Edward Herman \$19,470, Corliss Construction Company \$20,400, M. S. Kelliher \$20,300, Boyer Construction Company, James J. Brock \$21,150, John M. Hartwell \$21,599, A. Piotti Company \$21,900, Arlington Construction Company \$22,301, George W. Nield Co. Inc. \$22,680, William M. Bailey \$23,950, George C. Irwin Company \$27,732.

Voted: that provided the financial standing of Samuel Pasquale is satisfactory, his proposal of \$18,999 be accepted; and subject to the approval of the Mayor the contract awarded to him, and the President authorized to execute the same.

A circular from the Mayor's office in relation to a system of voluntary contributions by city employees to a Public Welfare Fund, was referred to the Employees' Benefit Association of the Library.

A letter from Edward J. Stockman, janitor of the North End Branch in relation to the recent ruling on overtime employment, was laid upon the table for consideration at a later meeting.

Mr. Kirstein presented a letter addressed to him by Mr. George P. Uriships in relation to an offer to sell to the Library a volume of historical significance containing the Massachusetts Laws of 1698; which was referred to the Chief of the Ordering Department.

November 12, 1931

for examination and report.

Special cards were granted to C. Arnold Anderson, Grace M. Caldwell, Katherine C. Hubbard, Mary Pfaffmann, Sister Mary Modesta, Marion C. Stahl, Margaret Walter, and Percy E. Woodward.

The following persons were appointed on the Examining Committee for 1931, and the President joined with the Committee as Chairman, as required by the Ordinance: Mr. Frank Bemis, Mr. J. A. Ladd Blake, Mr. Merle Colby, Mr. Arthur H. Cole, Mrs. Frank D. Covenford, Mr. Allen Curtis, Mr. Charles P. Curtis, Jr., Mr. Frederic H. Curtis, Mr. Carl Dreyfus, Miss Susan J. Ginn, Mr. Henry Lewis Johnson, Robt. Harry Levi, Mr. Melville H. Loring, Mrs. Edward L. Logan, Mr. George R. Nutter, Hon. James P. Brewster, Mr. Charles O. Puzra, Mrs. Elizabeth W. Perkins, Mrs. Edward M. Pickman, Mr. Robert Proctor, David D. Seawell, M.D., Rev. William M. Atison, S.J., Mrs. Arthur Shurcliff, Mr. Charles H. Thurber, Mrs. Fiske Warren, Mrs. Frederick Winslow, Mrs. Eva Whitrig White.

Dismissed: *Oliver J. Seery*
Clerk

December 4, 1931

Friday, December 4, 1931

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Buxton, Kirstein and Sedgwick.

The President Mr. Kirstein in the chair.

The records of the meetings of October 23 and November 12, 1931, as presented, were approved.

Miscellaneous supplies according to a list submitted and to be placed on file, amounting to \$3,519.36 were approved for purchase.

Ordered: that the following service charges take effect December 4:

Grade increases in pay

- ✓ Ida D. Buckman, general assistant West End Branch, \$17 to \$18 per week
- ✓ Marcelle K. Seery, general assistant Jefferson Avenue Branch, \$20 to \$22 per week
- ✓ Mary L. Gilman, general assistant Allston Branch, \$20 to \$22 per week
- ✓ Evelyn E. Green, second assistant Andrew Square Branch, \$25 to \$26 per week
- ✓ Arthur J. Estabrook, first assistant Andrew Square Branch, \$27 to \$28 per week
- ✓ Mildred Kimball, general assistant Matthews Branch, \$25 to \$26 per week
- ✓ Helen L. Lambert, general assistant North End Branch, \$23 to \$25 per week
- ✓ Julia J. LaRosa, first assistant West End Branch, \$28 to \$29 per week
- ✓ Elizabeth J. McLaughlin, librarian Andrew Square Branch, \$39 to \$40 per week
- ✓ Mary E. Rock, general assistant Jamaica Plain Branch, \$17 to \$18 per week
- ✓ Mary R. Traverso, general assistant Dorchester Branch, \$20 to \$22 per week

December 4, 1931

Promotion Pauline A. Walker, second assistant West Roxbury Branch, \$26 to \$27 per week,
Mary A. Kavin, second assistant East Boston Branch to the position of first assistant, without present change in pay
Bradford M. Hill, assistant Branch Department to the position of reference assistant Parker Hill Branch, without change in pay;

Employ in regular service

Mary O'G. Cahill, assistant Ordering Department, \$20 per week
Ralph A. Mason, assistant Kirstein Branch, \$22 per week.

The following order from the City Council, was received:
City of Boston. In City Council

"Ordered: That under authority of Chapter 261 of the Acts of 1893, the City Auditor be and hereby is authorized to transfer, from the appropriation for Central Library Building, fireproofing, improvements, etc. \$8,000, to the appropriation for Establishment of Branch Libraries, \$8,000. In City Council November 16, 1931. Read once and passed, - yeas twenty-one, nays none. In City Council November 30, 1931. Read a second time and again passed, - yeas nineteen, nays none. Approved by the Mayor November 30, 1931, he certifying on the original order that the foregoing transfer order is not in his opinion, to meet a current expense."

Attest: (signed) W. J. Doyle, City Clerk.

The President reported that on November 23 with the consent of the members of the Board, all proposals received on November 12 for the reconstruction of buildings in East Boston for the Jeffries Point Branch, were rejected because of the failure of most of the bidders to comply with the requirements, and that on recommendation of the Architect and with the approval of the Mayor, the contract was awarded to the Regale Construction Company, the lowest bidder, for the sum of \$18,999 on condition that he place in escrow to be used in connection with the work, the sum of \$6,000.

This action was approved and confirmed.

Voted: that the contract with Thomas Williams, Architect, dated May 2, 1931, for professional services in connection with the reconstruction of buildings in East Boston for the Jeffries Point Branch, be amended in Section 6, by increasing the limit of expenditure from \$15,000 to \$22,000.

A letter from J. P. Worcester Company in relation to the replacement of the Boylston Street sidewalk damaged during the reconstruction of the platform of the Library, was referred to Mr. Money for reply.

December 4, 1931

The President reported that since the last meeting of the Trustees on November 12, he had executed contracts for furniture and fittings for the Juvenile Branch as follows: Library Bureau Division of Remington Rand Business Services, Inc. \$1671.22, and Mellish & Byfield Company \$1336.50 awarded without advertising under approval of the Mayor; and this action was approved and confirmed.

The President reported also that since the last meeting of the Trustees on November 12, he had signed bills in the November 30th requisition as follows: chargeable to the general appropriation amounting to \$21,984.24, to trust funds income \$1,098.30; and by special draft to the Boyer Construction Company \$10,089.50 on account of contract for construction of Juvenile Branch, and to Kilham, Hopkins & Peasey \$302.69; and this action was approved and confirmed.

Mr. Money submitted three proposals for the installation of certain plumbing fixtures at the West End Branch; and recommended that the proposal of Frank H. Dunsmore Company of \$750, the lowest, be accepted; and this recommendation was approved and adopted.

A bill of \$297.50 from Stearns, Perry & Smith Company, Engineers, for professional services in the preparation of specifications for a Fire Alarm System at the Central Library, was referred to Mr. Money for examination.

A request for the use of the Lecture Hall for public meetings of the Legislative Committee of the National Civic Federation, was granted subject to the usual regulations.

Special cards were granted to Little, Brown Company, Frederick Breen, and Lyman H. Butterfield.

Ordered: that the Emery Record Preserving Company be employed to repair and remount the Library's copy of Price's Map: the South East View of Boston: at an estimated cost of \$77.

Ordered: that there be purchased at a cost not exceeding \$500, Man-U-Stone binders and envelopes for the filing and preservation of the rare manuscripts of the Library; to be charged to the James Lyman Whitney Fund.

The subject of overtime employment, on report of Mr. Money, was again considered, and laid upon the table.

Mr. Sedgwick presented the following Resolution on Mr. Belden which was adopted and ordered spread upon the record,

December 4, 1931

and a copy sent to Mrs. Belden

Charles F. D. Belden

Director of the Boston Public Library

March 15, 1917 - October 23, 1931

It was given to Charles F. D. Belden to direct the Public Library of the City of Boston for fourteen years. Wisely and well he used the opportunity. Assuming office with a definite and proper conception of an institution whose privilege it is to bring knowledge and pleasure, recreation and stimulus to a great and expanding community, he was fortunate enough to watch the steady fulfillment of his hopes. Always in sympathy with scholarship, he systematically increased the treasures of the Library, and expanded the facilities for their use, but never lost sight of his fundamental purpose of providing for all the people the means of self-enlightenment and of enlarging self-respect. Nor did he take the narrow view of a professional educator, but understood that the needs of a community are infinite, that people require entertainment and distraction as well as information and knowledge. He realized that as it is the privilege of the people to go to the Library, so it is the duty of the Library to go to the people, and the inauguration of a policy of persistent building and maintaining in high efficiency branch libraries throughout the city met with his energetic support. We are grateful for the length of his service. We are proud of the loyalty which he inspired throughout the great body of Library employees, and we recall with satisfaction how far beyond the limits of his city he was able to extend the influence of his principles, and the contagion of his enthusiasm. Charles Belden was an ornament to his profession, and a faithful steward of his Trust. We, the Trustees, who have watched the culmination of the work to which he gave his life, are willing witnesses to his happy and successful career, and desire to spread upon the permanent record of our Library's history this appreciation of a firm friend, a good citizen, and a great Librarian.

The appointment of Milton E. Lord as Director of the Library was confirmed; and it was

Ordered: that Milton E. Lord be appointed Director of the Library at a salary of \$8500 a year, to take effect February 1, 1932.

December 4, 1931

Ordered, that the moving expenses of Milton E. Lord from Iowa City, Iowa to Boston, be paid by the Library.

Voted: that if Mr. Lord's services are required by the President of the University of Iowa for a period of a few weeks after his appointment as Director of the Library, the Trustees will be glad to allow his absence for such purpose.

The Trustees attention was called to the matter of unauthorized lists of books being prepared and issued locky in the Library by Laura R. Gibbs an assistant in Bates Hall Reference Department; and the Clerk was directed to request Miss Gibbs to discontinue the distribution and posting in the Library of any and all lists prepared by her; and to resume the duties which she performed prior to Mr. Beldan's decease.

Mr. Money was directed to have removed from the Bates Hall Reading Room the desks formerly used by the Reference Librarian.

Dissolved:

Vella Jean Obery
Clerk

December 22, 1931

Tuesday, December 22, 1931

A regular meeting of the Corporation was held in the Trustees' room at 4:30 o'clock p.m.

Present: Messrs. Austin, Kirstein and Sedgwick

The President Mr. Kirstein in the chair.

The record of the meeting of December 4, 1931 as presented, was approved.

Miscellaneous supplies for the Central Library and branches according to a list submitted and to be placed on file, amounting to \$4,196.16, were approved for purchase.

The President reported that since the last meeting on December 4 he had signed bills as follows: December 31st requisition chargeable to the general appropriation amounting to \$14,787.75 and to trust funds income \$1,970.46; and by special draft, to Blakeslee Rollins Corporation, \$6,885 on account of contract for reconstruction of platform, Central Library, and J. R. Worcester Company \$320 for professional services on the same; to the Boyer Construction Company

December 22, 1931

\$9,666.20, on account of contract for construction of Juvenile Branch, and to Kilham, Hopkins & Greeley \$289.99 for professional services on the same; to Meginnis Walsh, Architects \$3,077.32 for professional services in connection with the construction of Boylston Branch building; and this action was approved and confirmed.

Voted: that there be allowed and paid to Blakeslee Rollins Corporation the sum of \$1,597.60 and to J. R. Worcester Company \$240 on account of reconstruction of platform, Central Library; to A. Potter Company \$1,025.95 for construction of fence at Parker Hill Branch Library; to Fox & Fals, Architects \$1,819.85 for professional services; and the President authorized to sign special drafts in favor of said payments.

Mr. Money presented three estimates for furnishing and installing a fence at the new Juvenile Branch Library, and recommended acceptance of that of the Security Fence Company for \$354.80 the lowest, which was approved.

Requests for leave of absence without loss of pay, on account of illness, were granted to Samuel A. Chevalier, Chief of the Catalogue and Shelf Department, one month; and to Helen R. Needham, second assistant Boylston Branch, three weeks.

The President presented a letter addressed to him by the Mayor requesting a report on the accomplishments of the Library during the past year; together with draft of a reply to the same, which was approved.

A letter from the Mayor addressed to Mr. Sedgwick in relation to the possible use by the Library of the unoccupied Mary E. Brock School building in the Brighton district, was read and considered; and the Clerk was directed to reply that in the opinion of the Trustees the district is well served by the Brighton and Juvenile branches.

A letter from the Mayor introducing Mr. Frank Irving Cooper, Architect, for consideration in designing one of the new branch library buildings, was read and orders placed on file.

A letter was received from Capt. Thomas G. Frothingham, President of the Loyal Society of Boston, in relation to a proposed Washington Memorial Exhibition by various Boston institutions to be held at the Museum of Fine Arts from February 22 through March; and it was

December 22, 1931

Voted: that the Trustees will be glad to co-operate with other institutions in arranging such an exhibition, but that definite action be deferred until the newly appointed Director, Mr. Lord, takes up his duties at the Library.

Special cards were granted to Sister Mary Paulina, Ormond E. Loomis, and Mary Bacon Mason.

Mr. Sedgwick presented for consideration the subject of establishing branch libraries in stores.

Disposal: Vellapam Coors
Block

January 15, 1932

Friday, January 15, 1932

A regular meeting of the Corporation was held in the Trustees' room at 4:30 o'clock p.m.

Present: Messrs. Burton, Hall and Kirstein.

The President Mr. Kirstein in the chair.

The record of the meeting of December 22, 1931 as presented, was approved.

Miscellaneous supplies for the Central Library and branches according to a list submitted and to be placed on file, amounting to \$3,403.94 were approved for purchase.

A communication from the Mayor dated January 11, 1932 requesting heads of city departments to reduce their budget estimates for the year 1932, outside of salaries, 25%, was considered; and reduced estimates prepared by Mr. Morey, were adopted as follows:

Item	Estimate submitted	Reduced estimate
A. Personal service	\$917,219	\$866,124
B. Service other than personal	113,900	89,103
C. Equipment	214,566	195,975
D. Supplies	41,280	39,340
E. Materials	24,035	23,000
Total	\$1,311,000	\$1,213,542

Orders from the City Council for the establishment of branches of the Library in the Germantown district of West Roxbury, the Barrys Corner section of Brighton, and at Egleston Square, were read and ordered placed on file; and the clerk directed to reply that every consideration will be given to the requests.

Notice of a claim filed with the City Clerk by the Indian Stone Company in the sum of \$3,423.96 for labor and materials

January 15, 1932

furnished at the Junior Branch Library building - the Boyer Construction Company, contractor, was read and ordered placed on file.

The following bills having been certified by the Auditor to be correct, were allowed and ordered paid: chargeable to the general appropriation 1932, amounting to \$6,570.07; and to trust funds income \$1,287.99; and by special draft, to Margaret M. Agnew \$3,500 for property, Jeffries Point Branch; C. Graglia Son Company \$7,988.30 on account of contract for construction of Boylston Branch Library; Boyer Construction Company \$7,043.10 on account of contract for construction of Junior Branch Library building; Kilham, Hopkins & Greley, Architects, \$211.29 for professional services in connection with construction of Junior Branch Library building; Thomas Williams Architect \$239.94 for professional services in connection with Jeffries Point Library building; Proquels Construction Company, \$2,635 on account of contract for construction of Jeffries Point Branch Library building; and Irving Casson - A. H. Davenport Company \$1,615 on account of furniture for Bates Hall.

The President reported that since the last meeting of the Trustees on December 22, 1931 the following bills had been approved for payment: chargeable to the general appropriation 1931, \$25,347.23; and by special draft, to C. Graglia Son Company \$8,583.30 on account of contract for construction of Boylston Branch Library building; Putnam Box, architects \$589.71 for professional services on account of construction of Mattapan Branch Library building; and to Joseph Breck & Sons, \$600.50 on account of grounds, Mattapan Branch Library; and this action was approved and confirmed.

A recommendation from the Chief of the Ordering Department for the purchase of a set of the Anco's Mattini edition of "The Divine Comedy" was laid upon the table.

A letter was received from the Society for the Preservation of New England Antiquities asking the Trustees to deposit in the Museum of the Harrison Gray Otis House the old clock formerly in the tower of the Old West Church, now the West End Branch of the Library; and it was

Voted: that the request be granted.

January 15, 1932

A notice was received from the New England Trust Company of a bequest to the Library under the will of the late Horace G. Wadlin; and it was

Voted: that the Trustees accept the legacy of \$2000 bequeathed to the Library by the late Horace G. Wadlin under the terms of his will dated May 11, 1928; and that the President be authorized to receive and receipt for the same.

A communication was received from the Rev. Paul Sterling, Chairman of the Trustees of the Melrose Public Library, calling the attention of the Trustees and Librarians of Public Libraries in Massachusetts to a Bill to be presented to the Legislature providing that Receipts from fines on overdue books be used for library purposes; and the Clerk was directed to inform Mr. Sterling that the Trustees are in favor of the same and will be glad to support it.

The following communications were read and ordered placed on file: a Resolution by the American Library Association on the death of Mr. Belden; and a protest from the Central Council of Irish Country Associations on the use of foreign materials in the construction of public buildings in Boston.

Special cards were granted to the Community Service of Boston, Inc., and to Ryland B. Wolfe.

The Trustees informally discussed certain matters presented by Mr. Sedgwick, namely: cost of miscellaneous supplies, location of branch library buildings under the building program, and adequate lighting of the Abbey Murals.

Dissolved:

Valerian Deery
Clerk

January 29, 1932

Friday, January 29, 1932

A regular meeting of the Corporation was held in the Trustees' room at 4:30 o'clock p.m.

Present: Messrs. Hall, Kirstein and Sedgwick.
The President Mr. Kirstein in the chair.

The record of the meeting of January 15, 1932 as presented, was approved.

Miscellaneous supplies for the Central Library and branches according to a list submitted and to be placed on file, amounting to \$1,408.16, were approved for purchase.

Circulars No. 17 and 18 from the Mayor's office were received and ordered placed on file.

A letter dated January 19 from the Mayor requesting cooperation of all city departments in the United Boston Unemployment Relief campaign for the contribution of one day's pay each month for a period of five months, was referred to the attention of employees.

A letter from a committee of the Staff asking that lower paid employees be exempt from the above contribution, was considered; and the Clerk was directed to reply that no action can be taken by the Trustees at this time.

The President presented a check for \$2000 from the New England Trust Company, executor of the will of the late Horace G. Wadlin, in full payment of a bequest to the Library under Article 1, Section 2 of said will, as follows:

"1. Two thousand dollars (\$2000) to the Trustees of
"the Public Library of the City of Boston, Massachusetts, in their
"corporate capacity, to be permanently funded and the
"income thereof used for the purchase of books for said library."
And it was

Voted: that the bequest be funded as the "Horace G. Wadlin Fund" and the income used for the purchase of books for the Library in accordance with the terms of the same.

On recommendation of the Chief of the Catalogue and Shelf Department, Florence S. Richards of that department was granted a leave of absence of two weeks without loss of pay, on account of illness.

Special cards were granted to Rabbi I. Harburg.

January 29, 1932

Edith Hodson, Celia R. Loxenberg, and Francis R. Sullivan.

Voted: that there be allowed and paid to J. P. Worcester Company, engineers, the sum of \$2,383.75 for professional services to connection with the reconstruction of the Central Library building platform; and to Maginnis & Walsh, architects, \$497.15 for professional services on construction of Baylston Branch Library building; and that the President sign requests on the City Auditor for special drafts in favor of said payments.

Numerous protests against the proposed closing of branch libraries during the morning hours, were received from individuals and organizations; and the Clerk was directed to acknowledge receipt of the same and to say that no action has been taken by the Trustees as to the reduction of any branch of the Library service, and that as soon as any decision is reached a public statement of the same will be made.

Dissolved.

Valle Jean O'Leary
Clerk

February 26, 1932

Friday, February 26, 1932

A regular meeting of the Corporation was held in the Trustees' room at 4:30 o'clock p.m.

Present: Messrs. Burton, Kirstein and Sedgwick.

The President Mr. Kirstein in the chair.

The record of the meeting of January 29, 1932 as presented, was approved.

On Friday, February 12, 1932, date for regular meeting, there being no quorum, Messrs. Burton and Sedgwick took the following action subject to confirmation at a later date:

"The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$2,513.51.

"The following bills having been approved by the Director were allowed and ordered paid: chargeable to the general appropriation amounting to \$24,944.60, to trust funds income \$1,97.09, and to the Special appropriation for fireproofing, etc. \$42.90; by special draft, to the Hampden Company \$605.58 chargeable to the general appropriation, John J. Keating et al \$7,000, A. Piotti Company \$181.05, E. Fraglia

February 26, 1932

Sons Co. \$4,860.30, Pasquale Construction Company \$14,377.50, Security Fence Company \$354.80, and Maginnis & Walsh, Architects \$145.81: chargeable to the special appropriation for branch libraries; to Blakelee Rollins Corporation \$8,621.93: chargeable to the special appropriation for Foundation Improvements.

"Subject to the approval of a third member of the Corporation before taking action, the Director was authorized to revise the hours of Sunday service as follows, beginning February 21: at the Central Library, from 2 to 7 p.m. and at the branches, from 3 to 6 p.m.; also to close the Library on all holidays."

Voted: that this action be approved and confirmed.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$751.58.

The following communications were received and ordered placed on file: from the Mayor, in relation to budget allowances for 1932, and Circular Letter No. 3, a petition from residents of the Neponset district of Dorchester for the erection of a new library building in that section, and a vote of the Dorchester Board of Trade endorsing the same; from John F. Fitzgerald in the matter of reduced hours of service at the branch libraries, particularly the West End Branch; from Jay Gale, Architects, a recommendation and estimate of cost on the lighting of the Delivery Room at the Central Library; from the United Boston Unemployment Campaign committee thanking the Trustees for their cooperation in allowing the use of certain branches as district headquarters; and from Richmond Morgan and William B. Colleary, Architects, asking to be considered in connection with the erection of any new branch library buildings.

Notice of a claim filed by Emil Ober with the City Clerk for alleged injuries caused by a fall in the Library building, was referred to the Law Department of the city.

The President presented a letter addressed to him by Mrs. Edward M. Pickman of the Examining Committee in behalf of the children's story hour at the Library, which was referred to the Director for examination.

The Director's report was read by him.

On recommendation of the Director, it was

February 26, 1932

Ordered: that the following persons be appointed to the regular service in existing vacancies: Sarah R. Hall, assistant Business Branch, \$25 per week, February 26; and John G. Price, Steamfitter Central Library, \$16 per week as of January 12: under Civil Service Certification.

On recommendation of the Director, the request of Ingram Hoopes, assistant in Bates Hall, for a leave of absence of six weeks during the coming summer, was granted, two weeks of this time to be allowed without loss of pay.

The following bills having been approved by the Director were allowed and ordered paid: Irving Casson - R. H. Davenport Co. \$285, final payment on contract for furniture for Bates Hall; Lynch & Woodward, \$1575, final payment on contract for steam boiler Hyde Park Branch; Grant Ferguson, Architects, \$3,135.75 for professional services Parker Hill Branch Library building; and Thomas Williams, Architect, \$280.00 for professional services Jeffries Point Branch Library building.

The Director reported that on February 4 under public advertisement, proposals for certain office supplies were received from Thorp Martin, and William M. L. Melldams Company; and on his recommendation he was authorized to accept the proposal of the Melldams Company, in part, for items amounting to \$876.64, and to execute the necessary contract for the same.

The Director reported that on February 23, under public advertisement, proposals for transportation service between the Central Library and branches were publicly opened and read, as follows: The Hampden Company \$130 weekly, John Kelley Company, Inc. \$180 weekly, and on his recommendation, it was

Ordered: that the proposal of The Hampden Company be accepted subject to the approval of the Mayor; and the President authorized to execute the necessary contract.

The matter of the adjustment of the bill of Searns, Perry Smith Company for the preparation of specifications for a fire alarm system at the Central Library, was referred to the Director.

Special cards were granted to Arthur Fidler, Esq. Doctor, David E. Goldman, Eric H. Kline, Sanford A. Moss, The Pottery Shop, Samuel M. Nelson, Lane Le Ronde, Hockwell Simms, John J. Walsh,

February 26, 1932

Charles F. Thomas, and Ernest B. Walston.

The Director presented informally for the information and consideration of the Trustees, the following matters: the collection and care of fine money at branches, and particularly the case of a recent hold-up of the driver of one of the Library teams at the Fellows Athenaeum Branch; the presentation to the Library of a copy of Thompson's History of Boston, England, 1856, by the Bishop of Lincoln, Boston, England; a proposed gift of books to the Library from Francis Jay Underhill of New York City; the Library's contribution to the Washington Exhibit at the Museum of Fine Arts; the reduction in the cost of issue of "More Books" by a change in the cover; the purchase of bookkeeping machine; and his proposed leave of absence for approximately three weeks, in order to complete at the University of Iowa certain work from which the President of the University released him in order that he might assume office as Director of the Boston Public Library on February 1, 1932.

Dissolved:

Vella Jean Deery,
Clerk

Friday, April 15, 1932

April 15, 1932

A regular meeting of the Corporation was held in the Trustees' room at 4:30 o'clock p.m.

Present: Messrs. Buxton, Hall and Kirstein.

The President Mr. Kirstein in the chair.

The record of the meeting of February 26, 1932 as presented, was approved.

Circulars No. 4 and 5 from the Mayor's office were received and ordered placed on file.

Notices of claims filed with the City Clerk against the Beyer Construction Company, general contractors for the Fenwick Branch Library building, were received as follows, and ordered placed on file: St. Winston Marshall Company \$769, Metalcraft Pol. Screen Company \$300, J. S. Thom Company \$650, and William M. McKenna Company \$491.33.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous

April 15, 1932

Supplies for the Central Library and Branches to the amount of \$4,657.11.

The report of the Examining Committee for 1931 was received.

A communication dated March 16 was received from Kilham, Hopkins & Greeley, Architects of the new Jannet Branch Library building, reporting that the building was completed and ready for occupancy on March 15; and it was

Voted: that the building be accepted as of that date.

A communication from Kilham, Hopkins & Greeley in relation to a wall decoration in the children's room of the new Jannet Branch Library building, by Mr. Freeman, a member of this staff, was referred to the Director.

Communications from the Mayor's office in relation to paid advertising, and from Mr. E. S. Connolly in relation to an assault at the entrance of the Tyler Street Branch Library, were referred to the Clerk to answer as directed.

The President reported that he and the Directors had attended a hearing by the Finance Committee of the City Council on the Mayor's loan order budget which includes an allowance of \$200,000 for branch libraries; and that he had informed the Committee that the Trustees have not yet decided on the location of any new buildings provided an appropriation is available. After discussion, the Director was requested to prepare a statement of what has already been accomplished on this building program, and the number and location of existing branches now needing attention, to be presented to the Committee.

The Director's report was read by him.

The Director reported that since the last meeting on February 26, the following bills had been approved and ordered paid: March 31st requisition: chargeable to the general appropriation amounting to \$23,485.54 and to trust funds income \$1,468.30; and by special draft, chargeable to special appropriations, amounting to \$27,095.71.

This action was approved and confirmed.

The following bills having been approved by the Director were allowed and ordered paid: April 30th requisition: chargeable to the general appropriation amounting to \$29,951.88, and to trust funds income \$1,483.80, and to special appropriation for branch

April 15, 1932

libraries \$562.86. Also, by special draft, amounting to \$4,454.27.

Voted: that there be paid to Arthur Lee Kinsolving as he is Pastor of Trinity Church in the City of Boston, the sum of \$3,988.16 income for the year ending December 31, 1931 on "The Children's Fund" given to the Library under the 11th clause of the will of Josiah St. Benton; as required by the 12th clause of said will.

Voted: that there be paid to Morgan, Grenfell & Company of London, to be placed to the credit of the Trustees for the purchase of books, \$5000 chargeable to the general appropriation for 1932, and \$5000 chargeable to trust funds income.

On recommendation of the Director, it was

Ordered: that Delia A. Leonard be employed in the regular service as cleaner at the Central Library, at \$18 per week, as of February 29: under Civil Service certification.

On recommendation of the Director, Harry W. Matthews, first assistant in Bates Hall Reference Department, was granted an additional vacation allowance of two weeks without loss of pay.

On recommendation of the Director, it was

Voted: that employees of the Library who are members of the American Library Association and wish to attend the annual conference of the Association at New Orleans, Louisiana, April 25 to 30, 1932, be allowed the time without loss of pay, provided their absence can be arranged without detriment to the service.

Voted: that the Director be requested to represent the Library at the annual conference of the American Library Association to be held at New Orleans, Louisiana April 25 to 30, 1932, his expenses to be paid by the Library.

The Director reported that the new Jannet Branch Library building was opened to the public without formality, on Monday morning, March 28; and that on Wednesday evening, March 30, certain opening exercises were held under the auspices of the Jannet Improvement Association.

The Director requested instruction as to the disposal of the property formerly used for the Jannet Branch Library at 100 Brocks Street, and was directed to confer with the Law Department in the matter.

Special cards were granted to Jeanne E. D. Butts, Gladys

April 15, 1932

L. Gilman, Pearl R. Lowenstein, John Strong Newberry, and
Midas M. Vardzine.

The Director submitted for approval a contract with the
U-Dripit Auto Rental Company, Inc. for the rental use of their cars for
Library business, for a period of one year; which was approved, and the
President authorized to execute the same.

A request from the Broadcasting Station WLAB, The Shepard
Stores, for permission to broadcast certain programs given in the
lecture hall of the Library during the season 1932-33, was approved
and referred to the Director to carry out.

On his recommendation, the Director was authorized to
employ special temporary service at the Business Branch for a period
of five months during the absence of one of the regular assistants.

The Director presented for consideration the matter of the
reduction of employees pay one day each month, and reported specific
cases which had been brought to his attention where this is a hardship;
and he was requested to confer with the City Treasurer in regard
to a possible modification of the rule.

The Director reported informally on the proposed development
of the courtyard of the Central Library as suggested by Mr. Frederic
Courtiss of the Examining Committee; on the offer of Baska Paett to
exhibit there for a short time a fountain statue; and on the proposed
gift to the Library of certain rare books by Mr. Francis Jay Underhill
of New York.

On the advice of the Corporation Counsel that the moving
expenses of Milton E. Lord, Director, from Iowa City to Boston, cannot be paid
by the Library as voted on December 4, 1931, as they are not a lawful
expenditure of the city; and it was

Ordered: that the salary of Milton E. Lord, Director,
be at the rate of \$9000 a year instead of \$8500 as voted on
December 4, 1931, for the current year beginning February 1, 1932.

Dissolved:

John J. Derry
Clerk

May 20, 1932

Friday, May 20, 1932

A regular meeting of the Corporation was held in
the Trustees' room at 4.00 o'clock p.m.

Present: Messrs. Buxton, Hall, Kirstein and
Sedgwick.

The President Mr. Kirstein in the chair.

The record of the meeting of April 15, 1932 as
presented, was approved.

Circular No. 6 from the Mayor's office was
received and ordered placed on file.

Notice of claims filed with the City Clerk against
the Boyer Construction Company, general contractors for
the construction of the Faneuil Branch Library building
were received as follows and ordered placed on file:

James Wilkinson & Co. \$ 1820.40

Columbia Cornice Company 486.00

Grossier & Schlager Iron Wks. 550.00

A letter was received from Thomas Williams,
Architect, reporting the completion of the Jeffries Point Branch
Library building on May 6th; and it was

Voted: that subject to the approval of Mr. Sedgwick
and the Director, the building be accepted as of that date.

The Director's report was read by him.

The Director was authorized to purchase ac-
cording to a list submitted by him and to be placed
on file, miscellaneous supplies for the Central Library
and branches to the amount of \$2,002.41.

The following bills having been approved by
the Director were allowed and ordered paid: by draft
on funds on deposit in London amounting in the
aggregate to \$3,101.31 chargeable to trust funds income,
and by special draft \$15,662.22 chargeable to special
appropriations.

The Director reported that since the last
meeting on April 15, the following bills had been
approved for payment: chargeable to the general

May 20, 1932

appropriation, May 31st requisition, amounting to \$23,569.06, to trust funds income \$3,481.70 and to special appropriations \$312.00. Also, that miscellaneous supplies for the Central Library and branches to the amount of \$26,962.21 had been approved for purchase. The action was approved and confirmed.

On recommendation of the Director, it was Ordered: that the following service changes, without change in pay, take effect May 20: Transfers: Anna G. Bell, general assistant, from Dorchester to Uphams Corner Branch, Katherine M. Plummer, children's librarian, from Roslindale to Mattapan Branch, Edna M. Coffin, children's librarian, from Dorchester to Codman Square Branch, Ruth M. Hayes, children's librarian, from South End to Uphams Corner Branch, Dora Feldman, children's librarian, Memorial to South End Branch.

On recommendation of the Director, Emma F. Lynch, second assistant South End Branch, was granted a leave of absence of two months without loss of pay: on account of illness.

The request of Loraine A. Sullivan of the Special Libraries Department of the Library for permission to attend the annual meeting of the Special Libraries Association at Lake Placid June 12-19 without loss of pay, was referred to the Director to allow if consistent with the rules.

The request of Zoltan Haraszi, Editor of Library Publications, for an additional vacation allowance this summer of two months with pay, was not granted.

The Director submitted proposals for supplying domestic periodicals for 1932-33 for the Central Library and branches, as follows:

Herman Goldberger Agency \$4930.95
F. W. Faxon Company 4952.00

May 20, 1932

New England News Company \$3219.26
Moore-Cottrell Subscription
Agencies, New York 4974.80

and on his recommendation the proposal of the Herman Goldberger Agency was accepted for one year beginning July 1, 1932, with the privilege of renewal at the discretion of the Director for a further period of one year beginning July 1, 1933 at a cost not to exceed \$4930.95.

Special cards were granted to Frank L. Harey, Cyrus S. Kauffman, Thomas A. Zwick, and Susan Murdock.

As requested on April 15, the Director reported that he had conferred with the City Treasurer in the matter of a possible modification of the rule in relation to reduction of employees' pay for one day each month, and presented a letter from him stating the difficulty of making an exception in the case of any class of employees; and after consideration, it was

Voted: that the Director be authorized to expend, in his discretion, a sum not exceeding \$250 from the income of the "Louis C. Kirstein Fund" in relieving special cases of hardship on account of the deduction in pay for the Unemployment Relief Fund.

The Director presented a communication from the Mayor's office dated May 7, requesting certain information regarding employees, including name, designation, residence, etc., and stated that this information is being prepared and will be forwarded as requested.

The Director reported informally on certain matters referred to him, including the recommendations of the Examining Committee on branches; the semi-annual examination of applicants for positions in the Library; the suggested exhibit of Basco Paeffe statuary in the fountain basin; the development of the courtyard; the chamber concerts given at the Library through the generosity of Mrs. Elizabeth Sprague Coolidge; an interview with residents of Forest Hills regarding their request for the

May 20, 1932,

establishment of a branch of the Library in that district and the recent conference of the American Library Association at New Orleans.

The annual meeting of the Corporation was then held at 5.45 o'clock p.m.

The Corporation proceeded to the election of officers by ~~secret~~ vote as follows:

First vote for President: Mr. Buxton voted for Ellery Sedgwick, Mr. Hall voted for Ellery Sedgwick, Mr. Kristein voted for Ellery Sedgwick, Mr. Sedgwick voted for John L. Hall; and Ellery Sedgwick was declared elected President.

First vote for Vice President: Mr. Buxton voted for John L. Hall, Mr. Hall voted for Frank W. Buxton, Mr. Kristein voted for John L. Hall, Mr. Sedgwick voted for John L. Hall; and John L. Hall was declared elected Vice President.

First vote for Clerk: Mr. Buxton voted for Della Jean Deery, Mr. Hall voted for Della Jean Deery, Mr. Kristein voted for Della Jean Deery, Mr. Sedgwick voted for Della Jean Deery who was declared elected Clerk and qualified for office by taking and subscribing the following oath:

I, Della Jean Deery, solemnly swear that I will well and faithfully perform all the duties incumbent upon me as Clerk of the Trustees of the Public Library of the City of Boston.

(signed)

Della Jean Deery*

* Della Jean Deery took the above oath on May 20, 1932. Her death occurred before the transcribing of this record, which was done by the present Clerk, Elizabeth Brady Brockunier, on January 23, 1934.

Suffolk SS. Subscribed and sworn to this twentieth day of May A.D., 1932.

Before me:

Richard E. Kearney,

Notary Public

Voted: that any member of the Corporation is authorized to sign on behalf of the Corporation, bills, special drafts and payrolls of the Library.

Dissolved:

(signed)

Della Jean Deery
Clerk

Friday, June 10, 1932

June 10, 1932

A regular meeting of the Corporation was held in the Trustees' room at 4 o'clock p.m.

Present: Messrs. Buxton, Hall, Kristein and Sedgwick.

The President Mr. Sedgwick in the chair.

The records of the annual meeting and regular meeting of May 20, 1932, as presented, were approved.

Circulars No. 7 and 8 from the Mayor's Office were read and ordered placed on file.

An order from the City Council in relation to the continuance of the branch library at Boylston Station in Ward 19, was read and ordered placed on file.

Notice of a claim filed with the City Clerk by Frank B. Connor, Inc. in the sum of \$1,092.46 against the Pasquale Construction Company, general contractors for the Jeffries Point Branch Library building, was read and ordered placed on file.

A letter was received from Maginnis & Walsh, Architects, reporting the completion of the Boylston Branch Library building on May 5; and it was

Voted: that the building be accepted as of that date.

The Director's report was read by him.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, mis-

June 10, 1932

cellaneous supplies for the Central Library and branches to the amount of \$1,792.79.

The Director reported that since the last meeting of the Trustees on May 20, bills had been approved and paid by special draft, to Maginnis & Walsh, Architects, \$180.87 for professional services, and to Herman Goldberger, \$4,828.30 for periodical subscriptions for the year 1932-33; and this action was approved and confirmed.

The following bills having been approved by the Director were allowed and ordered paid: for bindery stock, \$77.28, and by special draft to Kilham, Hopkins & Greeley, Architects, \$292.46 for professional services.

On recommendation of the Director it was

Ordered: that the following persons be employed in the regular service: John J. Sandlock, janitor, Brighton Branch, \$25 per week to date from May 9; and John A. Williams, janitor North End Branch, \$25 per week to date from May 16.

A special card was granted to Charles D. Dilday.

On recommendation of the Director, it was

Voted: that employees of the Library who are members of the Massachusetts Library Club, be allowed time without loss of pay, to attend the Northeastern Library Conference to be held at Bethlehem, N. H. June 27 to July 2.

The Director was authorized in his discretion to grant additional vacation allowance to employees who have used all of their regular allowance on account of illness: each case to be considered on its merits.

The Director presented for consideration the question of payment to Mr. O. R. Freeman for a wall painting in the new Faneuil Branch Library building; and on motion of Mr. Krinstein, it was

Voted: that Mr. Freeman be paid the sum of \$100 for this painting, provided it is approved by the President and Mr. Buxton after inspection.

The following persons were appointed on the Examining Committee for 1932, and the President joined with the Com-

June 10, 1932

mittee as Chairman as required by the Ordinance: George Bramwell Baker, Thomas Barbour, J. A. Lowell Blake, Arthur H. Cole, Allen Curtis, Frederic H. Curtiss, Wm. J. Davidson, Susan J. Ginn, Henry Lewis Johnson, Matt B. Jones, James Ernest King, Rev. Harry Levi, Mrs. Edward L. Logan, George R. Nutter, James B. Parmenter, Charles O. Pengra, Mrs. Elizabeth W. Perkins, Mrs. Edward M. Pickman, Walworth Pierce, Robert Proctor, Dr. David D. Scannell, Mrs. Arthur Shurcliff, Rev. William N. Stinson, S. J., Charles H. Thurber, Joseph P. Joye, Mrs. Fiske Warren, Mrs. Frederick Winslow.

The President presented for consideration, an outline prepared at his request by the Director, of certain projects to be undertaken from time to time, possibly by volunteer service; and the Director was authorized to proceed with his investigation of the matter, and report further.

The Director reported informally on various Library matters, among them: the suspected theft of books from the Reserve Collection of the Library by employees in the Sunday & Evening service, and his action in the matter; the entrance and promotional Library service examinations and certain known instances of collusion; the opening of the new branch library buildings at Boylston and Jeffries Point; the gift of the Beacon Hill Garden Club of the planting at the West End Branch and the ceremony of dedication; and a further proposal from Mr. Harry C. Bentley in connection with his gift of the Bentley Collection of books on accounting and finance.

Dissolved:

1st Della Jean Deery
Clerk

Monday, September 12, 1932

September 12, 1932

A regular meeting of the Corporation was held in the Trustees' room at 3.30 o'clock p.m.

Present: Messrs. Buxton, Krinstein, and Sedgwick.

The President Mr. Sedgwick in the chair.

The record of the meeting of June 10, 1932 as presented, was approved.

Circulars No. 10, 11, and 12 from the Mayor's Office

September 12, 1932 were received and ordered placed on file.

An order from the City Council dated August 22 in relation to the opening of the West End Branch on Sundays, was read and ordered placed on file.

Notice of a claim filed with the City Clerk on September 8 by the Kompolite Construction Company, Inc. in the sum of \$503.20 against the Pasquale Construction Company, general contractors for the Jeffries Point Branch Library building, was read and ordered placed on file.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$3,757.07.

The Director's report was read by him.

The Director reported that since the last meeting of the Trustees on June 10, miscellaneous supplies had been authorized for purchase to the amount of \$7,244.99; and bills approved for payment as follows: June 30th requisition: chargeable to the general appropriation amounting to \$26,977.86, and to trust funds income \$1,637.54; July 31st requisition: general appropriation \$16,835.76, trust funds income \$1,043.55 and to the special appropriation for branch libraries \$12,763.20; and in the August 31st requisition: general appropriation \$17,024.20, trust funds income \$614.36 and to the special appropriation for branch libraries \$539.85; and this action was approved and confirmed.

The Director reported that on August 30, 1932, proposals for repairs to the roof of the Annex, Central Library building, were publicly opened and read, as follows:

J. J. O'Connor Co.	\$1,220
Columbia Cornice Co.	1,363
John J. Howihan	1,423
T. J. Flynn Metal Works	1,493
Atlas Roofing & Skylight Co.	1,697
Atlantic Roofing & Skylight Wks.	1,747
Highland Sheet Metal Works	2,128
J. E. Morin	2,383
Cavanagh & Carley Co.	2,972
John Farguhar's Sons, Inc.	3,086

September 12, 1932

and on recommendation of the Director, the proposal of the J. J. O'Connor Company was accepted, subject to the approval of the Mayor; and the President authorized to execute the necessary contract.

The Director presented for approval an organization outline looking towards improved personnel, etc., which was approved; and it was

Voted: that there be adopted for the Library the schedule of organization presented by the Director and that he be directed to look into the questions of personnel incidental to the putting into effect of the schedule and to report to the Board thereon at a subsequent meeting or meetings.

The Director reported that during the spring and summer months in checking the level of the water table under the Central Library foundations, a more or less serious lowering of the level was disclosed; and, the matter having been called to the attention of His Honor the Mayor by the President, the interest of the authorities at the Massachusetts Institute of Technology was asked, resulting in a response most cordial and helpful; and it was

Voted: that the Board is deeply appreciative of the friendly cooperation of the Massachusetts Institute of Technology in the matter of the investigation into the general situation regarding the foundations of the Central Library building, and that it assures the Institute that there will be made available for the expenses of its investigation the sum not exceeding \$5000 as requested by the Institute.

On recommendation of the Director, it was

Voted: that the Director be authorized to conduct a "fineless week" during the month of October, 1932.

It was also.

Voted: that the Director be authorized to act in cases involving the remission or the adjustment of fines incurred by borrowers in the late return of books, and that power is hereby delegated to him so to act.

Voted: that the Director be authorized to issue directly without further reference to the Board the "special cards" for which provision is made in the Rules and Regulations of the Library as regards the special categories of readers recognized therein.

September 12, 1932

The Director asked for a ruling on the payment of special salary increases to employees at the present time under the vote of November 16, 1923; and it was

Voted: that the opinion of the Board as expressed at its meeting on January 15, 1932 to the effect that no salary increases can be granted during the year 1932, is to be construed as not affecting the vote of November 16, 1923 that hereafter, all employees in the regular service of the Library for a period of 35 to 40 years be paid the sum of \$100 a year in addition to regular salary; for a period of 40 to 45 years, \$200 a year; and for a period of 45 years or more, \$300 a year."

On recommendation of the Director the following persons were granted leave of absence without loss of pay, to offset time taken on account of illness: Mary E. Riley, assistant West End Branch, July 26 to August 31, 1932, inclusive; Katherine S. Pogan, librarian Charlestown Branch, May 9 to June 11, 1932, inclusive; Rebecca E. Willis, 1st assistant Charlestown Branch, July 1 to August 2, 1932, inclusive; and George H. Connor, assistant Shelf Department, August 13 to September 10, 1932, inclusive.

The Director presented for consideration, various questions, among them, the matter of the continued holding of the John Adams Library on deposit; and it was

Voted: that the Trustees will be glad to retain this Library if the title to the same is transferred to them.

Also, the matter of continuing book purchases from Boston booksellers when more favorable terms may be secured from booksellers outside of Boston; which was laid upon the table for further examination.

The Director reported the retirement on August 31 of Florence F. Richards of the Shelf Department, after a service of 55 years; the postponement for an indefinite period of the semi-annual examinations for entrance into the Library service, and changes in the program of the Training Class for the coming year, which were approved; on the breaking and entering of certain branch libraries during the past six months including the theft of money; and on the difficulty of collecting when necessary on bonds filed by contractors on construction work: this last matter on motion of Mr. Kirshtein, being referred to Mr. Hall.

Dissolved:

15/

Della Jean Deery
Clerk

October 26, 1932

Wednesday, October 26, 1932.

A regular meeting of the Corporation was held in the Trustees' room at 4.15 o'clock p.m.

Present: Messrs. Buxton, Hall, Kirshtein and Sedgwick.

The President Mr. Sedgwick in the chair.

The record of the meeting of September 12, 1932 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,599.46.

Circular No. 13 from the Mayor's office was read and ordered placed on file.

Notices of claims filed with the City Clerk by Chandler & Barbour Company in the sum of \$399.34 and by the Eastern Building Finish Company in the sum of \$196, both for labor and materials furnished the Pasquale Construction Company, general contractor for the Jeffries Point Branch Library building, were read and ordered placed on file.

A letter from the Mayor's office dated October 10 in relation to the panel over the entrance to the Parker Hill Branch Library building, was referred to the President.

The President reported that the Examining Committee met for organization on Monday, October 24, with a large attendance and with much interest.

On motion of Mr. Buxton, it was

Voted: that the Board be divided into branch visiting committees.

The question having been raised as to the conditions under which the Library lets its contracts, the President reported the results of his recent inquiry in this respect, to the effect that these are awarded and carried out strictly on the basis of merit.

The Director thereupon reported on the matter of book purchases, as to the terms of discount, convenience of service, etc., etc. He stated that in book purchasing as in purchasing in general preference is given to local dealers in so far as their terms, service and materials appear to be similar to those offered by dealers elsewhere, but that complete consideration is afforded equally to the desire not to pay more locally than for the same elsewhere.

October 26, 1932

The Director's report was read by him.

The Director reported a gift from Mr. Harry C. Bentley of a sum of money to be expended for the purchase of early American works on accounting; and it was

Voted: that the Board accept with grateful thanks the gift of Mr. Harry C. Bentley in the sum of \$220.38 to be applied to the purchase of certain books; that the Director be asked to confer with Mr. Bentley as to the desires of the latter for the expenditure of this gift; and that the Director report subsequently to the Board for confirmation of the final arrangements for the disposition of this gift.

The Director reported that the Library had received anonymously a third gift of \$100 as a contribution to the extension work of story telling in the schools; and it was

Voted: that the Board express its grateful thanks to the anonymous donor of the sum of \$100 for story telling in the public schools, the same to be carried on under the auspices of the Public Library and under the direct supervision of Alice M. Jordan, Supervisor of Work with Children; and that Miss Jordan be asked to express to the donor the grateful thanks of the Board for the interest and trust thus reposed in the work which the Library carries on in behalf of children.

On recommendation of the Director, it was

Voted: that there be granted to William J. Mulloney, a leave of absence without loss of pay for the period of May 10 to June 1, 1932 inclusive, the absence having been incurred by reason of illness, as attested by a physician's certificate, and Mr. Mulloney having been in the service of the Library 43 years.

The Director reported that on August 14 last, the West End Branch of the Library was broken into, and the pay of certain of the employees which had been collected and was being held for them, was stolen; and on his recommendation that reimbursement be made, it was

Ordered: that there be paid to Rebecca Millmeister the sum of \$23.67, to Ida D. Buckman, \$15.78 and to Bertha E. Tiner, \$3.75; to be charged to the Francis Skinner Fund.

The Director reported that since the last meeting of the Board on September 12, miscellaneous supplies had been authorized for purchase to the amount of \$1,612.04; and bills approved for purchase as follows: September 30th requisition, chargeable to the general appropriation amount-

October 26, 1932

ing to \$20,125.95, to trust funds income \$689.55 and to the special appropriation for branch libraries \$150.91; October 31st requisition, general appropriation \$19,281.66, to trust funds income \$1,399.96, and to the special appropriation for branch libraries \$8,339.53; and this action was approved and confirmed. He also presented a bill for books to the amount of \$270.45 chargeable to trust funds income, which was approved and ordered paid.

The Director reported on the results of "Fine Cancellation Week" and the failure to secure the return of many Library books still charged out. On his recommendation, on motion of Mr. Kirstein, he was authorized to employ temporarily, two additional assistants for follow-up messenger service.

The Director reported his attendance at a meeting with the Wardens of Trinity Church, and others, in the matter of the study of the water table situation.

He reported also that a new crack had developed in the granite base on the Blagden Street side of the Central Library building; and he was directed to communicate at once with J. P. Worcester & Company, Engineers, to determine the significance of the same.

The Director presented his budget estimates for the maintenance of the Library for the year 1933 which were considered in detail; and he was requested to refer the same to the Budget Commissioner for his consideration; and it was

Voted: that the matter of the adoption of the budget be referred to a committee consisting of the President and Mr. Kirstein, with power.

The matter of the Sunday opening of the branch libraries was laid upon the table.

Voted: that hereafter, regular meetings of the Corporation be held on the first and third Fridays of each month, at 4.15 o'clock p.m.

Dissolved:

1st Della Joan Deery
Clerk.

November 4, 1932.

Friday, November 4, 1932

A regular meeting of the Corporation was held in the Trustees' room at 4.15 o'clock p.m.

Present: Messrs. Buxton, Kristein and Sedgwick.

The President Mr. Sedgwick in the chair.

The record of the meeting of October 26, 1932 as presented, was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$1,531.75.

As directed at the meeting of October 26, the Director reported that he had conferred with J. P. Worcester & Company, Engineers, regarding the recent crack in the granite base of the Central Library building, who reported to him informally, their examination not being completed, that a slight settlement of the building is shown since their last examination; and it was

Voted: that the matter be called to the attention of the Building Commissioner of the City.

The Director reported on the organization of the Examining Committee and the assignment of members to sub-committees and branch visits.

He presented for consideration certain regulations regarding the use of lecture halls in the branch libraries, which were approved to be put into effect in so far as they do not conflict with the essential work of the Library, as interpreted by the Director.

The Director reported that he had consulted the Corporation Counsel in regard to the disposition of the property formerly used for the Faneuil Branch Library; and on motion of Mr. Buxton, it was

Voted: that the President be authorized to take such action and execute such conveyances with respect to the sale of the old Faneuil Branch Library property, 100 Brooks Street, as the Law Department may devise to be necessary for the completion of said sale.

The Director was requested to ascertain whether the Superintendent of Public Buildings would assume the care

November 4, 1932.

and custody of this property pending its disposal.

Dissolved:

15/ Della Jean Deery
Clerk.

Friday, December 2, 1932

December 2, 1934

A regular meeting of the Corporation was held in the Trustees' room at 4.15 o'clock p.m.

Present: Messrs. Buxton, Hall, Kristein, O'Connell, and Sedgwick.

The President Mr. Sedgwick in the chair.

The record of the meeting of November 4, 1932 as presented, was approved.

The following communication was received and read:

City of Boston, Office of the City Clerk

December 1, 1932

I hereby certify that

William Cardinal O'Connell

having been duly appointed to be a Trustee of the Boston Public Library for the term ending April 30, 1937, this day appeared and was sworn as such official.

Attest:
(signed) W. J. Doyle
City Clerk.

Notice of a claim filed with the City Clerk on November 9 by MacFarlane & Abbott, Inc. in the sum of \$100.83 for labor and materials furnished the Pasquale Construction Company, Inc. general contractors for the Jeffries Point Branch, was read and ordered placed on file.

The President presented the subject of book purchasing for the Library; and after consideration, on motion of Mr. Kristein, it was

Voted: to continue book purchasing for the present on lines more or less the same as heretofore, taking advantage of improved terms as far as possible, and at the same time checking carefully to discover what savings can be made through better terms.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$7,302.51.

December 2, 1932

On recommendation of the Director, it was

Voted: to reject all proposals received on August 30, 1932 for repairs to the annex roof of the Central Library building; and to request the Mayor's approval to award a contract without further advertising to the lowest bidder on amended specifications: the President to execute the necessary contract.

On recommendation of the Director, it was

Ordered: that the Central Library and branches be closed on Sunday, December 25 and Monday, December 26, 1932; that on Sunday, January 1, 1933 the Central Library only be open for regular Sunday service; and that the Central Library and branches be closed on Monday, January 2, 1933.

On recommendation of the Director, the request of the Employees Benefit Association of the Library for permission to have a New Year's Party in the Library on the evening of January 2, 1933 was granted.

On motion of Mr. Hall, it was

Voted: that the Director be requested to represent the Library at the mid-winter meeting of the American Library Association to be held at Chicago on December 28-31, 1932: his expenses to be paid by the Library.

The Director brought to the attention of the Board an interesting old map of Boston, 1777, by Henry Pelham, which had recently been acquired to complete the Library's important collection of old maps of Boston; and he reported that he had placed with the G. E. Stechert Company of New York the annual subscriptions for foreign periodicals for 1933, at an estimated cost of \$4,227.62; and his action was approved.

The following bills payable by special draft, were allowed and ordered paid: to the Pasquale Construction Company, Inc. \$100 on account of contract for Jeffries Point Branch, and to the Hampden Company \$563.33 on account of transportation service.

Also, bills for books, payable by draft on funds on deposit in London, amounting in the aggregate to \$6,000.50.

Voted: that there be allowed and paid to Morgan Grenfell & Company of London, the sum of \$1,000 chargeable to trust funds income, to be placed to the credit of the Trustees for the purchase of books.

December 2, 1932.

The Director reported that since the last meeting of the Trustees on November 4, 1932, bills had been approved for payment as follows: November 30th requisition, chargeable to the general appropriation amounting to \$20,059.75, to trust funds income \$1,286.78, and to the special appropriation for branch libraries \$1,040; and this action was approved and confirmed.

The Director reported progress in the investigation of the walls and foundations of the Central Library building; and of the water table; and he was requested to secure an estimate of cost for a special checking of certain apparent bulging of the walls of the interior court.

The Director reported informally on the work of the Examining Committee of 1932; and on the present status of the 1932 budget, etc.

The President presented Resolutions on the retirement from the Board of Mr. Gordon Abbott, and M^{rs}. Arthur J. Connolly, which were adopted and ordered spread upon the record, as follows:

The Trustees of the Boston Public Library wish to place on their record fitting recognition of the services freely, generously, and persistently given by Gordon Abbott during the five years of his important service. From June 21, 1929 to June 28, 1930, Mr. Abbott was President of this Board, and retired on April 30, 1931, declining reappointment only on account of the pressure of other public duties. His term of office deserves especial remembrance, for it was owing largely to his vigilance and practical energy that the foundations of the Library were reestablished on new and adequate footing.

Monsignor Arthur Theodore Connolly was a Trustee of the Boston Public Library from June 15, 1916 to November 8, 1932. During this long term he was twice President of this Board, and has left behind him the respect and affection of his colleagues, who deeply sympathize with the limitations imposed by illness upon his eager spirit, and now take pleasure in recalling the bonifiance of his work and counsel. Monsignor Connolly combined the enthusiasm of the amateur with the maturity of disciplined judgment. His companionship is pleasant to remember; his service not easy to forget.

Dissolved:

(signed)

Della Jean Deery
Clerk

December 16, 1932

Friday, December 16, 1932.

A regular meeting of the Corporation was held in the Trustees' room at 4.15 o'clock p.m.

Present: Messrs. Buxton, Hall, O'Connell and Sedgwick.
The President Mr. Sedgwick in the chair.

The record of the meeting of December 2, 1932 as presented, was approved.

The President reported the completion of certain details in the matter of book purchasing: also, a recent conference with Professor Norton of the Massachusetts Institute of Technology in the matter of the foundations of the Central Library building, showing progress in the investigation.

He reported also a conference on December 15 with the Mayor and Budget Commissioner on the budget estimates for 1933, and presented a statement of proposed reductions requested by the Mayor; and on motion of Cardinal O'Connell it was

Voted: that it is the sense of the Board that the reduction requested by the Mayor be approved; and that necessary economies be effected in the purchase of books rather than the personal service of the Library.

And

Voted: that a special meeting for the further consideration and adoption of the amended budget, be held on Thursday, December 22, 1932 at 4.15 o'clock p.m.

A letter from Mr. Gordon Abbott thanking the Trustees for their Resolution on his retirement, was ordered placed on file.

An order from the City Council dated December 5 requesting the establishment of a branch of the Library at Forest Hills; and a circular letter from the Mayor in relation to the filling of vacancies, were read and ordered placed on file.

The report of the Examining Committee for 1932 was received.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and branches to the amount of \$2,156.98.

The following bills having been approved by the Director, were allowed and ordered paid: December 31st requisition, chargeable to the general appropriation amounting to \$33,108.79 and to trust

December 16, 1932

funds income \$1,414.57.

The Director reported that on December 14, proposals for transportation service for the Library for 1933, were publicly opened and read, as follows:

Roxbury Trucking Co.	\$126	per week
Egleston Square Auto Livery	127	" "
William P. Miles	130	" "
M. Doyle & Co., Inc.	135	" "
Thomas Lee	149	" "
Eugene F. O'Neill	159	" "
Copley Motor Service	160	" "
George O. Chickering	164	" "
Shaughnessy & Albern Co.	169	" "

and on his recommendation, it was

Voted: to accept the proposal of the Egleston Square Auto Livery, the second lowest, for \$127 per week, subject to the approval of the Mayor; the President to execute the necessary contract.

The Director submitted a report from J. P. Worcester & Company on the bulging and cracking of the west wall of the Central Library building; and stated that the Building Commissioner had expressed his willingness to make any necessary examination and repairs in connection with the same; and he was directed to proceed with the proposal of the Building Commissioner where it will not conflict with work already under way by J. P. Worcester & Company.

The Director reported informally on various matters, among them the printing of the annual report of the Library which is duplicated by the City Printer; and the gift to the Library by Mrs. Elizabeth Sprague Coolidge of a concert by the Roth String Quartet of Budapest, on January 16, 1933.

Dissolved:

(signed) Della Jean Dery
Clerk

December 22, 1932.

Thursday, December 22, 1932.

A special meeting of the Corporation was held in the Trustees' room at 4.15 o'clock p.m.

Present: Messrs. Buxton, Kirstein and Sedgwick.

The President Mr. Sedgwick in the chair.

The budget estimates for 1933 were taken up for consideration in connection with the Mayor's request for a reduction of the original estimates; after which, they were again deferred for consideration at a later meeting.

Dissolved:

Milton E. Lord

Clerk pro tem.

January 3, 1933

Tuesday, January 3, 1933

A special meeting of the Corporation was held at the home of His Eminence William Cardinal O'Connell, 2101 Commonwealth Avenue, Brighton, at 4.15 o'clock p.m.

Present: Messrs. Buxton, Hall, Kirstein, O'Connell, and Sedgwick.

The President Mr. Sedgwick in the chair.

The President presented the following letter from His Honor the Mayor:

City of Boston

Office of the Mayor

City Hall, December 23, 1932.

Mr. Ellery Sedgwick, President
Board of Trustees, Boston Public Library
Copley Square, Boston, Mass.

My dear Mr. Sedgwick:-

I am this day in receipt of a compilation of bids, the same being proposals for the transportation of books and other material between the Central Library and the other branches for the year 1933.

The specification provides that the Trustees reserve the right to reject any and all proposals, and to accept any proposal if it shall be deemed for the best interests of the City so to do.

I believe upon reflection and investigation that your

January 3, 1933

board will share my view in the matter, namely, that the concern which has been doing this work for a period of three years and which is equipped and organized and so far as I am able to ascertain, has been doing it in a most satisfactory manner. While unfortunate enough not to be the lowest bidder, this concern is agreeable, in the event that the bids are rejected, to submit a proposal to do the work at a price of \$364.00 lower for the year than the lowest bid received by the Trustees.

I am further informed by the head of the concern, who has been engaged in this particular work, the father of Judge Franklin Miles of Roxbury Court, that in the event they lose this contract it will entail a considerable loss to them in the scrapping of their present equipment.

Under the circumstances, I feel that their case should receive further consideration and provided the Board, in its wisdom, sees fit to do so, that the action of the Board be reconsidered and the contract be awarded to William P. Miles, of the William P. Miles Company.

Sincerely

(signed) James M. Curley
Mayor

After consideration of the matter in all its aspects, and on motion of Cardinal O'Connell, it was unanimously

Voted: that it is the sense of the Board that the contract for transportation service for the Library for the year 1933, be awarded as voted at the meeting of December 16, 1932, to the Egleston Square Auto Livery, the second lowest bidder, for the sum of \$727 per week.

The Corporation proceeded at once to the consideration of the budget estimates for 1933; after which, it was

Voted: that the total amount of the budget for 1933 be set at the reduced figure of \$1,101,665, with the item for Personal Service at \$88,000 and the item for Books at \$75,000.

By this vote the amounts to be expended for books was reduced from \$160,000 as spent in 1932 to \$75,000 for 1933.

The amount for Personal Service was increased by \$23,000

January 3, 1933

over the amount (\$858,000) allowed in 1932. This increase is made up of \$16,500 to meet increased demands for service and \$6,500 for effecting in part the plan of reorganization of the Library adopted by the Board at its meeting of September 12, 1932.

The new total amount of \$1,101,665 represents for 1933 a decrease of \$66,490 (5.7%) from the 1932 total, as compared with the decrease \$17,090 (1.5%) requested by the Mayor and the Budget Commissioner.

Dissolved:

13/ Della Jean Deery
Clerk.

January 20, 1933

Friday, January 20, 1933

A regular meeting of the Corporation was held in the Trustees' room at 4.15 o'clock p.m.

Present: Messrs. Buxton, Kirstein, and Sedgwick

The President Mr. Sedgwick in the chair.

The record of the special meeting of January 3, 1933 as presented was approved.

The Director was authorized to purchase, according to lists submitted by him and to be placed on file, miscellaneous supplies for the Central Library and Branches in the amounts of \$3,133.82 and \$2,639.62.

The following bills, having been approved by the Director, were allowed and ordered paid: the December 31st supplementary draft, chargeable to the general appropriation in the amount of \$19,618.44; and the January 31st draft, chargeable to the general appropriation in the amount of \$12,116.81, to trust funds income in the amount of \$945.77, and by special draft in the amount of \$76.80.

Circular Letter No. 14 from the Mayor's Office was read and ordered placed on file. Also a letter from the Mayor under date of January 19, 1933, in regard to a resolution of the City Council that all departments of the county and the city be requested to have their printing done at the City of Boston Printing Plant, was read and ordered placed on file.

Notice of a claim filed with the City Clerk on December 31, 1932 by the Hub Steel and Iron Works, Inc., in the sum of \$220.00 for labor and materials furnished to the Pasquale Construction Company at the Jeffries Point Branch, was read and ordered placed on file.

The Director reported as follows upon the contributions of money

January 20, 1934.

received by him from the individual members of the Board toward the expense of the Christmas Eve Celebration at the West End Branch Library on December 24, 1932:

Amounts received

Mr. Sedgwick	5.00	
Mr. Hall	5.00	
Mr. Buxton	5.00	
Mr. Kirstein	5.00	
Cardinal Connell	25.00	
	45.00	45.00

Amount expended

23.16

Balance on hand \$ 21.84

He stated that with the permission of the donors he would retain the unexpended balance for future use as necessary and desirable.

The Director reported the progress made to date in the matter of investigating the water table situation under the Central Library Building, reporting upon the activities of the City of Boston Sewer Department, the Trinity Church engineers, and the Massachusetts Institute of Technology Committee of Experts.

The Board then engaged in a detailed consideration of the Report of the Examining Committee for 1932. The recommendations therein were referred to the Director for consideration and attention. The President stated that he would communicate with the members of the Committee in expression of the Board's appreciation of the work accomplished by the Committee.

Dissolved:

William C. Lee
Clerk pro tem

Friday, February 3, 1933

February 3, 1933

A regular meeting of the Corporation was held in the Trustees' room at 4.15 o'clock p.m.

Present: Messrs. Buxton, Kirstein, and Sedgwick.

The President Mr. Sedgwick in the chair.

The record of the regular meeting of January 20, 1933 as presented was approved.

The Director was authorized to purchase, according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and Branches in the amount of \$1498.74.

A bill from White, Son Company in the amount of \$186.53, having

February 3, 1933.

been approved by the Director and the President, and chargeable to the General Appropriation, was allowed and ordered paid.

The Director presented a statement as of January 31, 1933 on account of his moving expenses from Iowa City to Boston, for which according to votes of the Board on December 4, 1931 and April 15, 1932 he was to be reimbursed. This statement showed that, by the terms of the latter vote provision having been made toward meeting these expenses by means of an additional salary payment to the Director in the amount of \$500 for the year February 1, 1932 to January 31, 1933, and he having received in fulfillment of this vote the net sum of only \$463.97, there still remained to be paid to him the sum of \$12.77 toward the total amount of \$506.74 expended by him up to that time for moving expenses. To provide for the payment of this sum of \$12.77 it was therefore

Ordered: that the salary of Milton E. Lord, Director, be continued from February 1, 1932 to March 4, 1933 at the rate of \$9000 a year, instead of \$8500 as voted on December 4, 1931.

In response to a request from His Honor the Mayor under date of January 23, 1933 for an opinion from the Board as to the "upset price" at which there should be offered for sale at public auction the old Faneuil Branch Library property on Brooks Street in Brighton, it was agreed to lay the matter on the table pending an opportunity for the President to investigate the situation in general.

A discussion took place in regard to the possibility of obtaining increased support for the Business Branch through bringing its needs to the attention of business houses making use of its facilities. The President was given power to initiate measures in this direction, in which he should enlist the aid of the individual members of the Board whenever desirable and necessary.

The President was empowered to act similarly in regard to developing from outside sources an interest in the special collections of the Library.

On recommendation of the Director it was

Voted: that there be granted to Miss Della J. Deery leave of absence without loss of pay for the period of her present illness, dating from January 20, 1933.

February 3, 1933

On recommendation of the Director, it was

Voted: that there be granted to Miss Anna J. Lynch leave of absence without loss of pay for the period of December 17, 1932 to February 5, 1933, her absence having occurred by reason of personal illness, as attested by a physician's certificate, and Miss Lynch having been in the service of the Library since January 15, 1906.

The Director reported upon contemplated changes in personnel as a first step in putting into effect the proposed reorganization of the Library. Discussion followed, and final action was left until a subsequent meeting.

Dissolved:

Milton E. Lord
Clerk pro tem

Friday, February 17, 1933.

February 17, 1933

A regular meeting of the Corporation was held in the Trustees' Room at 4.15 o'clock p. m.

Present: Messrs. Hall, Kristein, and Sedgwick.

The President Mr. Sedgwick in the chair.

The record of the regular meeting of February 3, 1933 as presented was approved.

The Director was authorized to purchase, according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and Branches in the amount of \$2432.91.

The following bills, having been approved by the Director, were allowed and ordered paid: the February 28th draft, chargeable to the general appropriation in the amount of \$17,213.11, and to trust funds income in the amount of \$3,129.74.

Notice of a claim filed with the City Clerk on February 3, 1933 by the Hub Steel and Iron Works, Inc., in the sum of \$44.00 for labor and materials furnished to the Pasquale Construction Company at the Jeffries Point Branch, was read and ordered placed on file.

Pursuant to a request of the Publications and Sales Committee of the Boston Public Library Employees' Benefit Association, the Director

February 17, 1933

brought to the attention of the Board the interest of the Association in the present status of the copyright both upon the Abbey mural paintings of the Holy Grail in the Central Library as well as upon the Curtis and Cameron reproductions thereof. At the suggestion of the Director there appeared also Mr. William C. Maier, Jr., Chairman of the above Committee, in support of the Association's interest in the question. Mr. Hall having offered to look into the matter, the Board then referred it to him for attention.

The Director announced the following retirements, as of February 28, 1933: that of Mr. George Hoeffner, Forwarder in the Binding Department, at the age of 69 years and after 41 years, 5 months, and 20 days in the Library's service; and that of Miss Carrie L. Morse, Librarian of the West Roxbury Branch Library, at the age of 70 years and after 42 years and 5 months in the Library's service. The President then stated that he would express to Mr. Hoeffner and to Miss Morse on behalf of the Board its appreciation and pleasure in the long service which they had rendered.

The Director reported on the changes in personnel necessary as a first step in putting into effect the reorganization of the Library as adopted by the Board at its meeting of September 12, 1932. After discussion of these, the following actions were taken on the recommendation of the Director:

Voted: that Theodore D. Money be appointed to the new position of Comptroller at an annual salary of \$5000, in place of his previous appointment as Assistant Librarian at an annual salary of \$4200; the change in appointment and duties to go into effect at the discretion of the Director, as required by the progress of reorganization.

Voted: that Pierce E. Buckley be appointed to the new position of Supervisor of General Reference Departments, and that he be given also the title of Assistant Librarian, at an annual salary of \$5000, in place of his previous appointment as Chief of Bates Hall Center Desk, Newspaper and Patent Rooms and

February 17, 1933

as Chief of the Sunday and Evening Force, Central Library, at salaries which together totaled for 1932 the sum of \$4273.55; the change in appointment and duties to go into effect at the discretion of the Director, as required by the progress of reorganization.

Voted: that Richard G. Hensley be appointed to the new position of Supervisor of Special Reference Departments at an annual salary of \$3500, in place of his previous appointment as Assistant to the Director at an annual salary of \$2700; the change in appointment and duties to go into effect at the discretion of the Director, as required by the progress of reorganization.

Voted: that Samuel A. Chevalier be given the title of Assistant Librarian, in addition to his present title of Chief of the Catalogue and Classification Department, without change in salary; the change in title to go into effect at the discretion of the Director, as required by the progress of reorganization.

Voted: that Joltan Haraszti be given the titles of Assistant Librarian and of Keeper of Rare Books, in addition to his present title of Editor of Library Publications, without change in salary; the change in title to go into effect at the discretion of the Director, as required by the progress of reorganization.

Dissolved:

Walter L. L.

Clerk pro tem

April 7, 1933

Friday, April 7, 1933

A regular meeting of the Corporation was held in the Trustees' Room at 4.15 o'clock p.m.

Present: Messrs. Buxton, Krinstein, O'Connell, and Sedgwick.

The President Mr. Sedgwick in the chair.

The record of the regular meeting of February 17, 1933 as presented was approved.

The Director was authorized to purchase, according to lists submitted by him and to be placed on file, miscellaneous supplies for the Central Library and Branches in the amount of \$3,196.03.

The following bills, having been approved by the Director and the President, were allowed and ordered paid: the March 31st draft, chargeable to the general appropriation in the amount of \$6,817.88; and to trust funds income in the amount of \$1705.23; and by special drafts in the amount of \$1790.77, chargeable to the general appropriation.

The Director presented a contract with the U-Drive Auto Rental Co., Inc. for the transportation of individuals on official library service, drawn up in consonance with the practice uniform for all city departments, and it was

Voted: that there be accepted the proposal of the U-Drive Auto Rental Co., Inc. for the transportation of individuals on official library service, with power to the President to execute the contract.

An anonymous gift of \$50.00 for story-telling was announced by the Director, and it was

Voted: that the Board express its grateful thanks to the anonymous donor of the sum of \$50.00 for story-telling in the public schools, the same to be carried on under the auspices of the Public Library and under the direct supervision of Alice M. Jordan, Supervisor of Work with Children; and that Miss Jordan be asked to express to the donor the grateful thanks of the Board for the interest and trust reposed in the work which the Library carries on in behalf of children.

April 7, 1933

Announcement was made by the Director that notice had been received from Arthur F. Clarke, Executor, that the late Hloise E. Hersey had bequeathed one twelfth of the residue of her estate to the Library, to be held as a fund and the income to be used at the discretion of the Director for the purchase of books, preferably those of recent issue which have real literary value.

The Director announced that the Italian Government had conferred upon the Library its Silver Medal for the Diffusion of Italian Culture Abroad and that he had accepted and acknowledged the same in the name of the Trustees.

The Director presented a report from Mr. John Beck in appraisal of the old Faneuil Branch Library property on Brooks Street in Brighton, advising that the sale thereof be postponed until a better real estate market prevails, and it was accordingly

Voted: that action for the sale of the old Faneuil Branch Library property on Brooks Street, Brighton be postponed until a better real estate market prevails.

The President reported upon the investigation of the water table situation in the vicinity of the Central Library Building, mentioning in detail the report received from the Committee appointed by the Massachusetts Institute of Technology in the matter, his correspondence with His Honor the Mayor, and his conference with the Commissioner of Public Works and the officials of the Sewer Department. It was then agreed that the President should make a complete presentation of the matter to His Honor the Mayor, including the correspondence and the several reports, in order that the Board's action be completely recorded in writing.

The following individuals were appointed as members of the Examining Committee for 1933:

Hon. Elijah Adlow	Mr. George P. Nutter
Mr. George Bramwell Baker	Hon. James P. Parmenter
Mr. J. A. Lowell Blake	Mr. Charles O. Penger
Mr. Arthur H. Cole	Mrs. Elizabeth W. Perkins
Mr. Allen Curtis	Mrs. Edward M. Pickman
Mr. Frederic H. Curtis	Mr. Walworth Pierce
Miss Susan J. Gwin	Mr. Robert Proctor
Mr. Francis X. Hurley	Mr. Charles M. Rogerson

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Dr. Henry Jackson	Mrs. Arthur A. Shurcliff
Mr. Henry Lewis Johnson	Mrs. Francis Slattery
Mr. Matt B. Jones	Rev. William M. Stinson, S. J.
Mr. James Ernest King	Mr. Joseph P. Toye
Rabbi Harry Levi	Mrs. Frederick Winslow
Mrs. Charles D. Maginnis	

On recommendation of the Director it was

Voted: that Miss Carrie L. Morse, retired from the Librarianship of the West Roxbury Branch on February 28, 1933 at the age of 70 years after 42 years in the library service, be given the title of Branch Librarian, Emeritus.

The Director announced the retirement of Miss Della J. Deery, Executive Secretary and Clerk of the Trustees, as of March 31, 1933, and on his recommendation it was

Voted: that Miss Della J. Deery, retired as Executive Secretary on March 31, 1933 after 41 years in the library service, be given the title of Executive Secretary, Emeritus.

In view of the inability of Miss Deery to fulfill her duties as Clerk of the Trustees from January 19, 1933, it was

Voted: that there be confirmed the appointment of the Director as Clerk pro tem for the period of the Clerk's absence for illness, from January 19 to March 31, 1933, and that in view of the Clerk's retirement from the library service on March 31, 1933 the Director be asked to continue with the duties of Clerk pro tem until the election of a Clerk.

Upon recommendation of the Director, the following appointments were confirmed:

William J. Bogan, Janitor, West End Branch Library, from February 21, 1933 at \$33 per week (vice Charles E. Hardy, transferred to Central Library, vice Thomas J. McDonough, resigned);
Mrs. Hannah F. Green, full-time Cleaner, Central Library, from January 4, 1933 at \$18 per week (vice Mrs. Ellen L. Byrne, deceased);

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Gustaf Johnson, Forwarder, Binding Department, from March 13, 1933 at \$43 per week (vice George Hoeffner, retired);
John A. Lynch, permanent part time Janitor, Boylston Branch Library, from March 25, 1933 at 40 cents an hour (vice Joseph Petkus, temporarily appointed and not certified by Civil Service Commission for permanent appointment).

The President reported upon the action taken by the Vice President and himself in support of the rights of the Board affected by proposed legislation for the reduction of salaries of municipal employees in Boston, and it was agreed that these rights should be supported as far as possible, though not to the point of imperiling the passage of such legislation.

The meeting ended with informal discussion of the following: plans for training for members of the staff for 1933-34; communications received relative to the establishment of branch libraries in the Forest Hills and Eggleston Square sections; and the appointment of a Branch Librarian for the West Roxbury Branch, to succeed Miss Carrie L. Morse, retired on February 28, 1933.

Dissolved:

William T. Lord
Clerk pro tem

Friday, April 21, 1933

April 21, 1933

A regular meeting of the Corporation was held in the Trustees' Room at 7.15 o'clock p. m.

Present: Messrs. Buxton, Hall, Kirstein, and Sedgwick.

The President, Mr. Sedgwick, in the chair.

The record of the regular meeting of April 7, 1933 as presented was approved.

The Director was authorized to purchase, according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and Branches in the amount of \$1018.70.

The following bills, having been approved by the Director and the President, were allowed and ordered paid: the April 30th draft, chargeable to the general appropriation in the amount of \$16,967.88, and to trust funds income in the amount of \$2250.96; and special drafts, chargeable to the general appropriation in the sum of \$798.96,

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to trust funds income in the sum of \$5,000.00, and to the special appropriation for the establishment of branch libraries in the sum of \$400.00.

Circular Letter No. 18 from the Mayor's Office was read and ordered placed on file.

Announcement was made by the Director of the death of Mr. Fred J. Drew, Forwarder in the Binding Department, at the age of 69 years after 24 years in the service of the Library. The Director was authorized to proceed at his discretion in the matter of filling the vacancy caused by the death of Mr. Drew.

The Director announced the following retirements as of April 30, 1933: that of Mrs. Bridget Day, full-time Cleaner in the Central Library, at the age of 70 years and after 29 years in the library service; and that of Mrs. Mary Frager, full-time Cleaner in the Central Library, at the age of 68 years and after 27 years in the library service.

The Director stated that he would arrange that there be sent appropriate letters in appreciation of the services rendered to the Library by the above-mentioned individuals. He stated further that he had attended the funeral services for Mr. Drew and had personally sent flowers as well. It was then suggested that the individual members of the Board would be glad to contribute small amounts from time to time to a current fund to be used by the Director at his discretion for sending flowers in cases such as the above. It was agreed that the Director should communicate with the members individually in this respect.

The President reported that in consonance with the suggestion made at the preceding meeting of the Board he had called upon His Honor the Mayor to present to him a written record of the action that had been taken by the Board during the past year in regard to the general water table situation in the vicinity of the Central Library building. He stated that he had particularly impressed upon His Honor the judgment of the Board that no permanent solution of the problem had been reached, even though the situation might seem safe for the present.

The President further reported that subsequently he had written to His Honor in confirmation of their conversation noted above, and also in suggestion of the desirability of a conference in the matter between Mr. Joseph A. Bourke, Commissioner of Public Works, and Professor C. L. Norton, Chairman of the Committee appointed by the Massachusetts

April 21, 1933

Institute of Technology, at the instance of His Honor, to investigate the problem. He had suggested further the value of the City's taking advantage of the keen interest and intimate knowledge possessed by Mr. Bayard Snow in the engineering aspects of the problem.

The President stated that in order that there be in the files of the Library a complete history of the investigation carried on by the Massachusetts Institute of Technology Committee noted above, he had requested such a record from Professor Norton, together with copies of the charts and other material used by the Committee. Professor Norton had expressed a willingness to provide such data.

The President reported that he and the Director had appeared before the Boston Finance Commission on the evening of April 14, 1933 for a discussion of the Library's budget for 1933. The Commission had subsequently made a report to the Committee on Municipal Finance, of the State Legislature, as well as to the Mayor, regarding the entire City budget for 1933, in which certain recommendations were made regarding the Library's budget. Copies of this portion of the report having come indirectly to the attention of the Board, it was agreed that exception should be taken to the statement in the first sentence of the fourth paragraph of the section relating to the Library, namely, "The Trustees are prepared to do this upon request, . . . , since the Board had taken no action in this respect. The President stated that he would communicate in this sense with both the Commission and with His Honor the Mayor.

There was presented also an excerpt from a similar report made by the Municipal Research Bureau, with its recommendations in regard to the Library's budget for 1933.

Copies of those portions of both of these reports that relate to the Library have been placed in the Library's files.

The meeting ended with an informal report by the Director upon experimental work being carried on in investigation of "unrecovered" and stolen books. A detailed report will be made at a later date.

Dissolved:

Milton E. Lind
Clerk pro tem

May 5, 1933

Friday, May 5, 1933

A regular meeting of the Corporation was held in the Trustees' Room at 7.15 o'clock p.m.

Present: Messrs. Buxton, Kristein, O'Connell, and Sedgwick. The President, Mr. Sedgwick, in the chair.

The record of the regular meeting of April 21, 1933 as presented was approved.

The Director was authorized to purchase, according to a list submitted by him, and to be placed on file, miscellaneous supplies for the Central Library and Branches in the amount of \$1,072.01.

The following bills, having been approved by the Director and the President, were allowed and ordered paid: two special drafts, chargeable to the general appropriation in the sum of \$698.35.

In accordance with the requirements of the will of the late Josiah H. Benton, the Director presented the following action; and it was

Voted: that there be paid to Arthur Lee Kinsolving as he is Rector of Trinity Church in the City of Boston, the sum of \$3,974.64, income for the year ending December 31, 1932 on "The Children's Fund", given to the Library under the 11th clause of the will of Josiah H. Benton; as required by the 12th clause of said will.

It was then suggested that the President should inquire as to the status of the action being taken by the City in regard to making the Benton bequests available for the use of the Library.

Circular Letter No. 19 from the Mayor's Office was read and ordered placed on file; and the Director reported upon the measures taken to put into effect the salary reductions and the five day week ordered therein.

The Director, having been authorized at the preceding meeting to proceed at his discretion in filling the vacancy of Forwarder (\$43.00 per week) in the Binding Department, resulting from the death of Fred. J. Drew, recommended that it not be filled by bringing in a binder from outside at \$43.00 per week, but that an apprentice be gradually moved up to it in steps and a new apprentice be taken on for training. It was therefore

Ordered: that Chester R. Walsh, Apprentice in the

May 5, 1933

Binding Department, at \$15.00 per week (less 5% reduction), be moved on to more advanced work at \$25.00 per week (less 10% reduction), in general accordance with the scale of the Bookbinders Union.

It was further

Ordered: that the Director be authorized to take into service a new apprentice in the Binding Department at the usual beginning rate of \$12.00 per week (less 5% reduction).

On recommendation of the Director, it was

Voted: that there be granted to Samuel A. Chevalier, Chief of the Catalogue and Shelf Department, leave of absence without loss of pay for the period of March 15-25, 1933 inclusive, the absence having been incurred by reason of illness, as certified by a physician's certificate, and Mr. Chevalier having been in the service of the Library for 39 years.

The Director offered a formal report on the experimental work carried on during the past three months in investigation of unrecovered and missing books. On the basis of the results obtained during this experimental investigation, and as recommended by the Director, it was then

Voted: that there be established on a regular basis the work of investigation of missing books and books unrecovered from borrowers, the details to be developed from the results of the experience gained in following up individual cases.

The Director was authorized to proceed with such investigation at his discretion, with the employment of an investigator at a salary not to exceed \$60.00 per week (less 15% reduction), with the understanding that a report upon the results obtained be made three months hence to the Board, or to the President in case the Board be not meeting regularly.

May 5, 1933

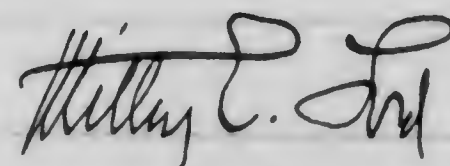
at that season.

The President reported on developments in the water table situation at the Central Library Building since the last meeting, stating that there had come to his attention a copy of a letter written to The United Improvement Association of Boston by Mr. Edgar S. Dorr, former Chief Engineer of the Sewer Department of the City of Boston, containing certain statements and offering certain opinions relative to the problem. He stated that he had referred the letter to Professor C. L. Norton, as Chairman of the Committee appointed by the Massachusetts Institute of Technology to investigate the situation for the Library, and that the Committee had made due note of the information and statements therein.

The President further stated that, in accordance with his suggestion to His Honor, the Mayor, there had taken place an interview between Professor Norton and Mr. Joseph A. Bourke, Commissioner of Public Works, with Messrs. Dakin and Lovejoy of the Sewer Department present, at which Professor Norton had among other things stressed the advisability of taking advantage of the interest and experience of Mr. Bayard Snow in the problem; and that Professor Norton had learned in the course of the interview that the Sewer Department is attempting to gather detailed information as to the pumping of ground water in the vicinity of Copley Square.

The meeting ended in informal discussion of the possibility of adequate treatment of the bindings of the volumes constituting the library of President John Adams, on deposit with the Public Library of the City of Boston. The President stated that he would like to confer with Mr. Charles Francis Adams in the matter and report thereon at a future meeting.

Dissolved:



Clerk pro tem

Friday, May 5, 1933

The annual meeting of the Corporation was held at 5.15 o'clock p.m.

The Corporation elected by ~~unanimous~~ vote its officers for the ensuing year.

First vote for President:

Mr. Buston voted for John L. Hall, Mr. Kirstein

May 5, 1933

voted for John L. Hall, Cardinal O'Connell voted for John L. Hall, Mr. Sedgwick voted for John L. Hall; and John L. Hall was declared elected President.

First vote for Vice President:

Mr. Buston voted for Cardinal O'Connell, Mr. Kirstein voted for Cardinal O'Connell, Mr. Sedgwick voted for Cardinal O'Connell; and Cardinal O'Connell was declared elected Vice President.

In view of the retirement from the library service of Miss Della J. Deery, who had served for many years as Clerk, the Director recommended that Miss Elizabeth B. Brockunier be named to succeed Miss Deery as Clerk, at a salary of \$400 per year (less 5% reduction).

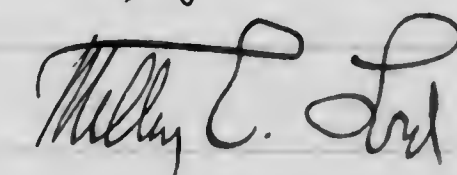
First vote for Clerk:

Mr. Buston voted for Elizabeth B. Brockunier, Mr. Kirstein voted for Elizabeth B. Brockunier, Cardinal O'Connell voted for Elizabeth B. Brockunier, Mr. Sedgwick voted for Elizabeth B. Brockunier; and Elizabeth B. Brockunier was declared elected.

The following enabling vote was then taken:

Voted: That any member of the Corporation is authorized to sign, on behalf of the Corporation, bills, special drafts and payrolls of the Library.

Dissolved:



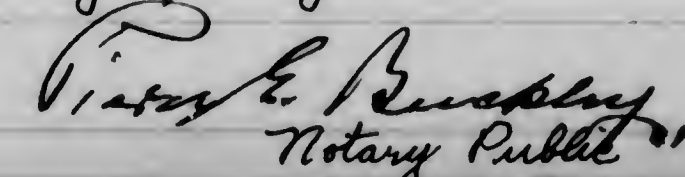
Clerk pro tem

The Clerk qualified for office by taking the following oath:

I, Elizabeth Brady Brockunier, solemnly swear that I will well and faithfully perform all the duties incumbent upon me as Clerk of the Trustees of the Public Library of the City of Boston; so help me God.

Elizabeth Brady Brockunier

Sworn and subscribed to before me
this sixth day of May 1933.


Notary Public

May 19, 1933

Friday, May 19, 1933

A regular meeting of the Corporation was held in the Trustees' Room at 4.15 o'clock p.m.

Present: Messrs. Burston, Hall, Krinstein, and Sedgwick
The President, Mr. Hall, in the chair.

The records of the regular meeting and of the annual meeting of May 5 as presented were approved.

The Director was authorized to purchase, according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and the Branches in the amount of \$2,058.32.

The following bills having been approved by the Director, were allowed and ordered paid: the May 31st draft, chargeable to the general appropriation in the amount of \$15,759.89, and to trust funds income in the amount of \$1,761.05.

Mr. Burston reported that on May 6th the Director and he had attended a conference of heads of city departments, called by the Mayor for the purpose of effecting further reductions in the City's Budget for 1933. At this conference the Mayor stated that additional reductions of some \$800,000 would have to be effected, in order to bring the total amount of the City's budget within the appropriation limit set by the Legislature for 1933. Approximately one half of this amount having been achieved through specific reductions proposed by the conference, the Mayor announced that the remaining \$400,000 would have to be obtained through additional reductions in departmental budgets on the average of 5% for all departments, the details to be arranged by department heads in conference with the Budget Commissioner. He stated further that, unless city employees cooperated to bring about these necessary savings by next December 10th, there would then have to follow for them either a payless week or a week of vacation without pay.

The Director reported that he had thereupon conferred on May 10th with the Budget Commissioner in regard to the details of such a reduction in the budget of the Library Department, with the result that the amount of reduction had been set for the Library Department in the amount of \$12,465, a reduction of 1.2%.

On motion of Mr. Krinstein, it was

Voted: that there be confirmed the action of Mr. Burston and of the Director in the matter of a reduction of \$12,465 in the Library Department's budget for

May 19, 1933

1933, in accordance with the request of His Honor the Mayor on May 6, 1933 that reductions be made in the budgets of all city departments with a view to bringing the total of the City's 1933 budget within the appropriation limit set by the Legislature.

On recommendation of the Director, it was

Voted: that there be granted without loss of pay the necessary time for attending the meeting of the Massachusetts Library Club to be held at East Northfield on June 5th, 1933 to those members of the Library staff who are also members of the Massachusetts Library Club, provided that such absence can be arranged without detriment to the Library's service.

Mr. Sedgwick reported that in accordance with his suggestion at the previous meeting of the Board he had corresponded with Mr. Charles Francis Adams in the matter of the final disposition of the President John Adams Library, now on deposit with the Boston Public Library. He stated that his correspondence had indicated that a personal conference with Mr. Adams would undoubtedly be of value. It was thereupon agreed that Mr. Sedgwick should be empowered to confer with Mr. Adams with a view to ascertaining whether the title to the President John Adams Library might be transferred to the Boston Public Library, with the understanding that the Boston Public Library would assume the responsibility for housing and caring for the books in an adequate fashion, and on a basis mutually satisfactory to both Mr. Adams and his fellow trustees and to the Trustees of the Trustees of the Boston Public Library.

The Director reported informally on the progress of the investigation of unrecovered and missing books since the last meeting, and brought to the attention of the Board a difficult case in which a young man had been found to have stolen 59 volumes, many of them under fictitious names.

The President reported that he had received a call from Mr. Edgar S. Dorr, Chief Engineer of the Boston Sewer Department, Retired, in regard to the ground water problem in the vicinity of the Central Library. Mr. Dorr had pointed out what he believed to be the inadequacy of the solution of the problem as proposed by the Committee appointed by the Massachusetts Institute of Technology to investigate the matter, namely, that the water level under the Central Library building be controlled through a dam such as that installed by the Sewer Department in the deep sewer in front of the Library. It was Mr. Dorr's belief that

May 19, 1933

this solution was at best only temporary and experimental, and that the real solution was more likely to be found in recommendations such as those contained in the report made in 1910 by the Charles River Basin Commission, to the effect that a low ground water level in the Back Bay was to be obtained only through allowing water to seep into the Back Bay region from the Charles River Basin by means of drain pipes installed in the embankment next to Back Street, an arrangement which had apparently never been carried out.

The Director stated that there seemed to be support for the belief that the present solution is an uncertain one, as revealed by the fact that within the previous 72 hours the Sewer Department had apparently changed its policy in regard to maintaining the damming of the sewer in front of the Library. He stated that he had learned indirectly that, because of complaints from property owners with flooded cellars in the vicinity, the Sewer Department had determined to open the sewer, which had recently been kept dammed approximately 97% of the time, so that it would henceforth be dammed only 11% of the time; and that in accordance with this action the water level under the Central Library had already begun to recede, though not yet to the danger point.

After discussion it was agreed that the President should communicate in writing with the proper officials of the City Government— with the Commissioner of Public Works, the Commissioner of Public Buildings, and the Mayor, at his discretion—to the effect that the Board feels a continuing concern in the matter, and further that it is the sense of the Board that provision should be made for an adequate advisor with responsibility in the problem of the ground water situation as it affects the Public Library.

The Director announced the impending visit of the Trustees of the Worcester Public Library to the Boston Public Library on Friday, May 26th, at their request.

Dissolved:

Elizabeth B. Brockunier
Clerk

June 16, 1933

Friday, June 16, 1933

A regular meeting of the Corporation was held in the Trustees' Room at 4.15 o'clock p.m.

Present: Messrs. Burston and Hall.

The President, Mr. Hall, in the chair.

In view of the lack of a quorum the following action was taken, subject to confirmation by the members of the Board as evidenced by their written approval to these minutes.

The record of the regular meeting of May 19 as presented was approved.

The Director was authorized to purchase, according to lists submitted by him and to be placed on file, miscellaneous supplies for the Central Library and the Branches in the amount of \$1,912.44.

The following bills, having been approved by the Director, were allowed and ordered paid: the June 30th draft, chargeable to the General Appropriation in the amount of \$16,440.95, to Trust Funds Income in the amount of \$2,019.09, and to the Special Appropriation for the Establishment of Branch Libraries in the amount of \$351.17; and from Trust Funds Income on deposit in London bills in the amount of £ 920-9-7, Swiss francs 1349.25, German RMks 3227.50, French francs 17442.35, Lire 7828.15, Pesetas 475.10, and Gulden 1600.55.

The President reported that since the last meeting of the Board the Budget Commissioner had reduced the total amount of the Library's budget for 1933 by an additional \$12,000, chiefly in the account for personal service, thus bringing the total amount to \$1,004,750. He stated further that on May 31, 1933 he and the Director had attended a hearing held by the Appropriations Committee of the City Council on the Library's budget for 1933 and that on June 12th the budget had finally been passed by the City Council.

The President announced the certification on May 15, 1933 of the reappointment of Mr. Ellery Sedgwick as Trustee, for the term ending April 30, 1938.

On recommendation of the Director, it was

Voted: that there be granted to Miss Agnes C. Doyle, Assistant in Charge of the Division of Genealogy, four weeks additional vacation for 1933, with half pay, because of illness as attested by a physician's certificate, and Miss Doyle having been in the Library service for 48 years.

June 16, 1933

The Director announced the death of Mr. John C. Daley on June 8, 1933, Forwarder in the Binding Department, at the age of 59 years, after 13 years in the Library service.

The Director reported that since the last meeting both Mr. Sedgwick and he had conferred individually with Mr. Charles Francis Adams concerning the status of the President John Adams Library now on deposit in the Boston Public Library. The Director stated that at Mr. Adams' request he had since written to him in general terms of the Library's position in the matter of the repair of the volumes constituting this deposit collection, in the course of which he suggested the possibility of the Library's finding funds for the repair of the volumes in case provision for this could not be obtained from any other source. Mr. Adams had stated that he would confer with his fellow trustees as to the final disposition of the books.

The Director reported upon the developments in the water table situation under the Central Library building during the preceding weeks and stated that a close watch would be maintained on the experiments made by the Sewer Department to ascertain whether the water table situation was effected by leaking sewers in the vicinity.

The President reported that on June 1, 1933 he had called a meeting of the Examining Committee for 1933 for purposes of organization, at which Mr. George Bramwell Baker had been elected Vice Chairman. He stated that Mr. Baker would proceed to the assignment of the members to the various sub-committees so that they might be able to be at work by the end of the present month.

Dissolved:

Elizabeth B. Brockunier
Clerk.

July 5, 1933

Wednesday, July 5, 1933

A special meeting of the Corporation was held in the Trustees' Room at 12 o'clock noon.

Present: Messrs. Buxton, Hall, and Sedgwick.

The President, Mr. Hall, in the chair.

The Director was authorized to purchase, according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and Branches in the amount of \$914.09.

The President stated that he had directed that this special meeting be called in order to consider the final salary arrangements under which the Director should proceed to carry into effect the reorganization of the Library as voted by the Board at its meetings of September 12, 1932 and February 17, 1933.

The Director then presented a chart of the reorganization plan as adopted. He recommended that, within the limits of the provision made for this purpose in the Library's budget for the current fiscal year, there be established the new position of Comptroller at a salary of \$6,000 per year, the new position of Supervisor of General Reference Departments at a salary of \$5,000 per year, and the new position of Supervisor of Special Reference Departments at a salary of \$4,000 per year.

On recommendation of the President it was ordered that the votes of February 17, 1933 in regard to the change in position and salary of Theodore D. Money, Pierce E. Buckley, and Richard G. Hensley be rescinded; and on motion of Mr. Sedgwick it was then

Resolved:

that, within the schedule of organization adopted for the Library by the Board at its meeting of September 12, 1932, the following offices be established: Comptroller at a salary of \$6,000 per year; Supervisor of General Reference Departments, at a salary of \$5,000 per year; and Supervisor of Special Reference Departments, at a salary of \$4,000 per year; and that all of these salaries be subject to the salary reductions (15%) set forth in Circular Letter #11 from the Mayor's Office under date of April 21, 1933.

And it was further

Resolved:

that there be confirmed the appointment of Theodore D. Money as Comptroller, Pierce E. Buckley as Supervisor of General Reference Departments and Assistant Librarian, and Richard G. Hensley as Supervisor of Special Reference Departments, these appointments to be put into effect by the Director at as early a date as possible.

July 5, 1933

The President reported that he had conferred with Mr. Charles Francis Adams regarding the President John Adams Library on deposit in the Boston Public Library. He stated that from the conference he had reason to believe that the President John Adams Library would not be removed from the Boston Public Library and that he would confer further with Mr. Adams for the purpose of arranging terms of deposit satisfactory to both sides.

The Director reported that a letter had been received from Mr. Joseph A. Bourke, Commissioner of Public Works, stating that he had been able to make arrangements to assign an engineer to watch the developments in the water table situation in the Copley Square region. In his letter Mr. Bourke stated nothing could be done at present to take advantage of the work of Mr. Bayard F. Snow in this respect, but that he hoped within some months to take up the matter with the Mayor and perhaps have in the future a special item in the budget for the employment of Mr. Snow.

Dissolved:

Elizabeth B. Brockunier
Clerk.

August 25, 1933

Friday, August 25, 1933

A special meeting of the Corporation was held at 30 State Street, Boston, at 1.30 o'clock P. M.

Present: Messrs. Buxton and Hall.

The President, Mr. Hall, in the chair.

In view of the lack of a quorum the following action was taken, subject to confirmation by the members of the Board as evidenced by their written approval of these minutes.

The record of the special meeting of July 5 as presented was approved.

The Director was authorized to purchase, according to lists submitted by him and to be placed on file, miscellaneous supplies in the amount of \$21510.26.

The following bills, having been approved by the Director and the President, were allowed and ordered paid: the July 31st draft, chargeable to the General Appropriation in the amount of

August 25, 1933

\$9984.19, and to Trust Funds Income in the amount of \$2114.13; and special drafts, chargeable to the General Appropriation in the amount of \$198.74, and to the Special Appropriation for the establishment of Branch Libraries in the amount of \$152.43: also the August 31st draft, chargeable to the General Appropriation in the amount of \$9152.69, and to Trust Funds Income in the amount of \$9115.99.

There were read and ordered placed on file Circular Letters #20, #21, #22, and #23 from the Mayor's Office.

On recommendation of the Director, it was

Voted: that the Director be authorized to act as Clerk pro tem in the absence of the Clerk and in any other event preventing the Clerk from discharging his duties, and that this authorization be considered as retroactive to the date of the last Annual Meeting as held on May 5, 1933.

The Director presented the need for the replacing of broken roof tiles and the repointing of leaking roof joints of the Central Library Building, provision for which had been made in the Library's budget for 1933. He stated that the nature of the work was such that it was difficult to predetermine its extent in such a way as to throw it open to competitive bidding and recommended that it be given to a selected bidder (E. Stanley Wires Company, of Boston) without advertising, to which action the Mayor had given his approval. On this recommendation, it was then

Voted: that there be awarded to the E. Stanley Wires Company, of Boston, a contract in the sum of \$4500.00 for the replacing of broken roof tiles and the repointing of leaking roof joints of the Central Library Building.

The Director announced that the Annual Meeting of the American Library Association was to be held in Chicago from October 16th to 21, 1933. On his recommendation, it was

Voted: that there be granted to members of the staff who are also members of the American Library Association leave of absence without loss of pay for attendance at the annual meeting of the American Library Association to be held in Chicago from October 16 to 21, 1933, provided that such absence does not interfere with the requirements of the Library's service.

August 25, 1933

And it was further

Voted: that the Director be requested to represent the Library at the annual meeting of the American Library Association to be held in Chicago from October 16 to 21, 1933, and that his expenses therefor be paid by the Library.

The Director reported on the progress of reorganization of the Library to date. He stated that there had been put into effect all of the changes in personnel for which provision had been voted to date. This first step having been accomplished, he recommended that as a second step there be established the new position of Deputy Supervisor of General Reference Departments at a salary of \$3500 per year, the new position of Deputy Supervisor of Special Reference Departments at a salary of \$3500 per year, and the new position of Chief of Book Selection Department at a salary of \$3000 per year. He stated that these positions could be filled from within the existing staff of the Library, by means of promotions and shifts, at a net increase of little more than a total of \$1000 per year over present expenditures, and that there was ample provision within the budget for such action. It was therefore

Voted: that, within the schedule of organization adopted for the Library by the Board at its meeting of September 12, 1932, the following officials be established: Deputy Supervisor of General Reference Departments, at a salary of \$3500 per year; Deputy Supervisor of Special Reference Departments, at a salary of \$3500 per year; and Chief of Book Selection Department, at a salary of \$3000 per year; and that all of these salaries be subject to the salary reductions (15%) set forth in Circular Letter #19 from the Mayor's Office under date of April 21, 1933.

And it was further

Voted: that Francis J. Hannigan be appointed Chief of Periodical Department, and Deputy Supervisor of General Reference Departments, at a salary of \$3500 per year, subject to the salary reduction (15%) set forth in Circular Letter #19 from the Mayor's Office under date of April 21, 1933, the appointment to be put into effect at the discretion of the Director.

Voted: that George S. Maynard be appointed Deputy Supervisor of Special Reference Departments, at a salary of \$3500 per year, subject to the salary reduction (15%) set forth in Circular Letter #19 from the Mayor's Office under date of April 21, 1933, the appointment to be put into effect at the discretion of the Director.

August 25, 1933

Voted: that Louis F. Ranellet be appointed Chief of Book Selection Department, at a salary of \$3000 per year, subject to the salary reduction (15%) set forth in Circular Letter #19 from the Mayor's Office under date of April 21, 1933, the appointment to be put into effect at the discretion of the Director.

The Director recommended that the vacancy as Chief of the Ordering Department resulting from the appointment of Louis F. Ranellet to be Chief of Book Selection Department be filled by promoting the First Assistant in the Ordering Department. It was therefore

Voted: that William C. Mason, Jr. be appointed Chief of Book Purchasing Department at a salary of \$3000 per year, subject to the salary reduction (15%) set forth in Circular Letter #19 from the Mayor's Office under date of April 21, 1933, the appointment to be put into effect at the discretion of the Director.

On recommendation of the Director, it was

Voted: that there be given to Richard G. Hensley, Supervisor of Special Reference Departments, the additional title of Assistant Librarian.

The Director reported informally upon the proposed plans for the continued publication of the "Guide to Serial Publications in the Libraries of Boston and Vicinity" as contemplated by a Committee of Librarians and Others and that he had expressed to the Committee the regrets of the Library that it is not able to print additional parts of the "Guide" beyond the Parts I-V already printed by it.

The Director reported also on the possibilities of the inclusion of branch library construction in the Mayor's program for municipal improvements under the National Recovery Act and brought to the attention of the Board the statement of His Honor the Mayor expressing interest in this respect.

Dissolved:

William C. Mason
Clerk pro tem.

October 27, 1933

Friday, October 27, 1933.

A regular meeting of the Corporation was held in the Trustees Room at 4.15 o'clock p. m.

Present: Messrs. Hall, Kristein, O'Connell and Sedgwick.

The President, Mr. Hall, in the chair.

The record of the special meeting of August 25 as presented was approved.

The Director was authorized to purchase according to a list submitted by him and to be placed on file, miscellaneous supplies for the Central Library and the Branches in the amount of \$3218.87.

The following bills, having been approved by the Director and by a member of the Board, were allowed and ordered paid: the September 30th draft, chargeable to the General Appropriation in the amount of \$12,395.35, and to Trust Funds Income in the amount of \$1302.54; the October 30th draft, chargeable to the General Appropriation in the amount of \$12,307.83, and to Trust Funds Income in the amount of \$1379.87; and one special draft in the amount of \$1831.83, chargeable to the General Appropriation.

Circular Letters #24, #25, and #26 from the Mayor's Office were read and ordered placed on file.

The Director reported that according to preliminary estimates there was likely to be an unexpended balance of from \$12,000 to \$15,000 in the Personal Service Account for 1933. He recommended that permission be requested to transfer from this amount the sum of \$10,000 to the Book Fund, in view of the fact that the Book Fund for the current year had been seriously curtailed through having been reduced from \$160,000 in 1932 to \$75,000 in 1933. On motion of Mr. Sedgwick, and seconded by Mr. Kristein, it was

Voted: that there be requested of His Honor the Mayor approval for the transfer to the Book Fund for 1933 of the amount of \$10,000 from the unexpended balance in the Personal Service Account for 1933.

The Director announced a fifth anonymous gift for story telling, and, on recommendation of the President, it was

Voted: that the Board express its grateful thanks to the anonymous donor of the sum of \$50.00 for story

October 27, 1933

telling in the public schools, the same to be carried on under the auspices of the Public Library and under the direct supervision of Alice M. Jordan, Supervisor of Work with Children; and that Miss Jordan be asked to express to the donor the grateful thanks of the Board for the interest and trust reposed in the work which the library carries on in behalf of children.

A report was made by the Director upon the active interest of Mr. Frederic H. Curtis, of the Examining Committee, in the improvement of the courtyard of the Central Library; and it was thereupon

Voted: that there be extended to Mr. Frederic H. Curtis the thanks of the Board for his interest in the development of the courtyard of the Central Library and for his gift of \$24.03 in payment of certain professional services rendered therewith.

On recommendation of the Director, it was

Voted: that there be granted to Evelyn Oliver, Assistant at the Morris Point Branch Library, leave of absence without loss of pay for the period of two months, her absence having been incurred by reason of illness, as certified by a physician's certificate, and Miss Oliver having been in the service of the Library for twelve years.

Voted: that there be granted to Margaret A. Calnan, Librarian of the Boylston Branch Library, leave of absence without loss of pay for the period of six weeks, her absence having been incurred by reason of illness, as certified by a physician's certificate, and Miss Calnan having been in the service of the Library for eighteen years.

Voted: that there be granted to Charles E. Hardy, Janitor at the Central Library, leave of absence without loss of pay for the period of February 15 to 21, 1933, his absence having been incurred by reason of illness, as certified by a physician's certificate, and Mr. Hardy having been in the service of the Library for fifteen years.

The Director reported that there existed a lack of uniformity in the vacation allowances available to department heads in the Library. On his recommendation, it was

Voted: that beginning with the vacation carrying period of 1933-34 there be extended to those department heads not already on that basis the opportunity to earn vacation each year at the uniform rate of 2 days for each month of service during the year, in accordance with the practice generally prevailing throughout the Library for department heads; and that the practice be continued thereafter on a uniform basis for all department heads.

October 27, 1933

On recommendation of the Director, it was
Voted: that there be paid to James Solari,
Janitor at the East Boston Branch
Library, and to Raymond Lundborn,
Janitor at the Parker Hill Branch Library,
the sums of \$20.41 and \$52.05 res-
pectively, the same being due to them
for overtime service in connection with
the use of the above mentioned branch
libraries by the Boston Emergency Relief
Campaign Committee in January and
February, 1933.

The President read a letter from Mr. George Bram-
well Baker, Chairman of the Group and Industrial Committee of
the Boston Chapter of the American Red Cross, requesting per-
mission to carry on within the Library the Annual Red Cross
Roll Call during November, 1933. It was the opinion of the
Board that its by-laws did not permit the granting of this
request.

The Director presented tentative budget proposals
for the Library Department for 1934. A general discussion
of these took place. The President and the Director were
appointed a committee to confer with the Budget Commissioner
and the City Auditor relative to general policies in making
up the 1934 budget, with instructions to proceed thereafter
to the presentation of a budget for the Library Department
for 1934, as requested by His Honor the Mayor.

There was confirmed the approval of a list of supplies
presented by the Director under date of September 15 and
approved by Mr. Hall, and of a list of supplies presented by
the Director under date of October 6 and approved by
Mr. Sedgwick.

Dissolved:

Elizabeth B. Brockunier
Clerk.

November 17, 1933

Friday, November 17, 1933

A regular meeting of the Corporation was held in the
Trustees' Room at 4.15 o'clock P.M.

Present: Messrs. Hall and Sedgwick.

The President, Mr. Hall, in the chair.

In view of the lack of a quorum the following action

November 17, 1933

was taken, subject to confirmation by the members of the Board
as evidenced by their written approval of these minutes.

The record of the regular meeting of October 27, 1933
as presented was approved.

The Director was authorized to purchase according
to lists submitted by him and to be placed on file, miscellaneous
supplies in the amount of \$2,774.37.

The following bills having been approved by the Direc-
tor, were allowed and ordered paid: the November 30th draft,
chargeable to the General Appropriation in the amount of \$17,691.38,
and to Trust Funds Income in the amount of \$1534.71.

The President reported that, as suggested in the
preceding meeting, he and the Director had conferred with the
Budget Commissioner and the City Auditor as to the general
situation relative to the preparation of budget estimates for
1934, and subsequently had submitted to His Honor the Mayor
the Library's Budget for 1934 in the amount of \$1,227,412.73.
with salaries on the basic level without reductions, and
\$1,134,664.56 with salaries on the reduced scale. The action
taken by the President and the Director was confirmed.

The Director announced the receipt of an additional
payment on account of the bequest from the late Helen Lam-
bert; and it was

Voted: that there be added to the "Helen
Lambert Fund in memory of Fred-
eric and Louise Lambert" an addi-
tional payment of \$250 received
from the estate of the late Helen
Lambert and representing a further
distribution of assets on account
of the residuary interest of the
Trustees in the estate.

The Director announced that the Library had been
presented with a marble statue of Psyche by the heirs of the
late Elizabeth Kohl Whittier, and that this had been approved
by the Art Commission of the City of Boston for placing in the
Fellows Athenaeum Branch Library; and it was

November 17, 1933

Voted: that the Board express its grateful thanks to the heirs of the late Elizabeth Kohl Whittier for their kind gift to the Public Library of the City of Boston of a marble statue representing Psyche.

There was next presented by the Director the difficulties resulting from the practice of the Board in appointing employees to positions with specific designation of place of work. He pointed out specific difficulties, such as the inability of employees to obtain their pay in any other branch library or department other than that to which originally appointed, as when transferred therefrom because of the needs of the Library's service, unless a specific vote of the Trustees had been obtained therefor; also the resulting confusion which such situations brought about in the Library's accounting. He recommended therefore that employees be appointed to the library system as a whole rather than to a specific branch library or department; and it was then

Voted: that all existing designations of place of work for employees below the grade of branch librarian or department head be hereby cancelled.

On recommendation of the Director; it was

Voted: that there be granted to Anna G. Doonan, General Assistant in the Shell Department, leave of absence without loss of pay for the ten weeks' period from October 14 to December 23, 1933, because of illness certified by her physician, and Miss Doonan having been in the service of the Library for thirty years.

Voted: that there be granted to Rose J. Fitch, General Assistant at the West Roxbury Branch Library, leave of absence without loss of pay for the eight weeks' period from October 9 to December 2, 1933, because of illness certified by her physician, and Miss Fitch having been in the service of the Library for eleven years.

November 17, 1933

The Director reported that there existed six vacancies in the force of cleaning women at the Central Library and recommended that these vacancies be filled not by 6 new cleaning women working mornings, but by 3 janitors working at night. He stated that such a change would facilitate the cleaning of certain portions of the building completely before its opening in the morning and that the change could be accomplished at the present time at a small saving over what the cost had been up to then. It was accordingly

Voted: that there be established three new positions of night janitors at a salary of \$33 per week.

And it was further

Voted: that Raymond B. Lundborn be appointed to the new position of night janitor at a salary of \$33 per week, subject to the salary reduction of 15%, as per the salary reductions set forth in Circular Letter #19 from the Mayor's Office under date of April 21, 1933.

Voted: that John J. Sandock be appointed to the new position of night janitor at a salary of \$33 per week, subject to the salary reduction of 15%, as per the salary reductions set forth in Circular Letter #19 from the Mayor's Office under date of April 21, 1933.

A letter from Mr. Edward W. Roemer, Building Commissioner of the City of Boston, written under date of October 27, 1933, was presented by the Director as Mr. Roemer's report of the investigation which had been carried on by the Building Department, pursuant to the request therefor from the Library on December 31, 1932, relative to the bulge existing in the exterior wall of the west side of the Central Library building. Mr. Roemer stated therein that the wall is not in an unsafe condition at the present time, but that there should be repeated his examination of it one year from the date one year from the date of the previous examination, namely, in May 1934. In the meantime, he recommended the existing condition of live loads in that section of the building should be kept constant, in order to facilitate the gathering of data by his department.

The Director presented the need for replacing the worn-out book-carrying elevator in the bookstack, and for which

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provision existed in the budget of the current fiscal year. He stated that the following proposals had been received for this purpose: F. S. Payne Co., \$1,172; Otis Elevator Co., \$1,185; and A. B. See Elevator Co., \$1,548. It was recommended by him that, since these three companies are the outstanding manufacturers of elevator equipment, and since elevator equipment should not be purchased from other than reliable and outstanding suppliers, the contract therefor be awarded to the low bidder without ^{public} competition. It was therefore

Voted: that permission be requested of His Honor the Mayor to award without public advertising a contract for a dumbwaiter for the book-stack of the Central Library, in the sum of \$1,172, to the F. S. Payne Company of 295 Franklin Street, Boston, the latter's proposal therefor being the lowest of three proposals received.

The Director announced that the Library's subscriptions to foreign periodicals for 1934 would be placed with G. E. Stechert & Company, of New York City, in continuation of the highly satisfactory service which this firm has given for many years as the Library's agent in this highly difficult direction, and that the cost of these for 1934 would be \$4902.14.

Announcement was made by the Director that there had been brought to his attention the possibility of obtaining funds from the new Federal Civil Works Administration for specific projects that can be carried out by unemployed individuals during the next three months. It was suggested that he keep in close touch with the policy of the city administration in this respect.

The Director stated that he had communicated with the Honorable Frederick W. Mansfield, the Mayor-Elect of the City of Boston, in expression of good wishes for his administration. He then read a letter received from Mr. Mansfield in reply, expressing the latter's appreciation of the good wishes and his desire to cooperate with the Trustees and the Director for the best interests of the City.

At the request of the President of the Board the Director presented a suggestion for a reception to be tendered to the staff of the Library by the Trustees. It was the Director's opinion that such an event would contribute materially to the

November 17, 1933

morale of the staff. Such a reception would best be held on a holiday evening, since only on holidays is the Library closed to the public and thus available for such use. As a possible date the evening of Monday, January 1st was proposed. The final suggestion was that the President of the Board confer with his fellow members relative to the possibility of holding a reception of this sort and in case of their assent to proceed with arrangements therefor.

In view of the necessity of the Director's being in New York in attendance at a library meeting on the date when the next scheduled meeting of the Board would normally occur, it was agreed that there should be omitted the regular bi-monthly meeting of the first Friday of December, and that the next meeting should be held on the nearest regularly scheduled date thereafter, namely, Friday, December 15, 1933.

Resolved:

Elizabeth B. Brockmeyer
Clerk.

I hereby confirm the above action as taken by Messrs. Hall and Sedgwick on November 17, 1933, in the absence of a quorum.

(signed) Frank W. Buxton

(signed) John L. Hall

(signed) W. Card. O'Connell

(signed) Louis E. Krinstein

(signed) Ellery Sedgwick

Friday, December 15, 1933

December 15, 1933

A regular meeting of the Corporation was held in the Trustees' Room at 4.15 o'clock p.m.

Present: Messrs. Buxton, Hall, Krinstein, O'Connell, and Sedgwick.

The President, Mr. Hall, in the chair.

The record of the regular meeting of November 17 as presented was approved.

The Director was authorized to purchase, according to a list submitted by him and to be placed on file, miscellaneous

December 15, 1933

supplies for the Library in the amount of \$5,523.81.

The following bills, having been approved by the Director, were allowed and ordered paid: the December 31st draft, chargeable to the General Appropriation in the amount of \$22,313.06, to Trust Funds Income in the amount of \$1402.37; and a special draft, chargeable to the General Appropriation in the amount of \$1992.92.

Circular Letters No. 27 and 28 from the Mayor's Office were read and ordered placed on file.

The Director reported that as a result of public advertising there had been received from seven bidders proposals for the transportation service of the Library for the year 1934, as follows: William P. Grace, \$105.00 per week; J. P. Parr & Son, \$124.18 per week; Egleston Square Auto Livery Inc., \$127.00 per week; Dooley Bros., Inc., \$135.00 per week; J. J. Callahan, \$150.00 per week; Henry Jenkins Transportation, \$175.77 per week; and Alfred G. Burkhardt, \$200.46 per week. He stated that the lowest and the highest bidders had been declared unqualified by the City Auditor under the terms of the public advertisement for bids. The Director recommended that the contract be awarded to the second lowest qualified bidder, the Egleston Square Auto Livery Inc., since this company had given excellent service throughout 1933, and the difference of amount between the lowest two qualified bids being so slight that it was questionable that any considerable economy would be achieved through the changing from one company to another. It was therefore

Voted: that, for the contract for transportation of books and other material between the Central Library and the Branch Libraries for the year 1934, in the best interests of the Library there be rejected the bid of J. P. Parr & Son at the amount of \$124.18 per week as the lowest qualified bid, and that instead the contract be awarded to the second lowest qualified bidder, the Egleston Square Auto Livery Inc., at the amount of \$127.00 per week.

The Director announced the proposed bequest to the Library of a portrait of Daniel Webster from Miss G. Louise Robinson, of 540 Park Avenue, New York City, the portrait having been painted by Charles Loring Elliot in the middle of the last century as a commission for her grandfather Mr. Nelson Robinson. He stated that he had viewed the

December 15, 1933

portrait in New York and had expressed to Miss Robinson the interest of the Library in receiving such a bequest. He stated further that he had arranged for a viewing of the portrait by a representative of the Art Commission of the City of Boston and that he would upon receipt of approval of the portrait by the Art Commission communicate at once with Miss Robinson in regard to whatever arrangements that she might care to make in the matter.

The Director reported the offer from His Honor the Mayor of a bronze bust of himself by the Italian sculptor Paoli, for placing in the front entrance hall of the Central Library building. A discussion followed relative to the policy of the Board as to the placing of portraits and busts in the Library. On motion by Cardinal O'Connell, seconded by Mr. Dedgwick, it was

Voted: that the Board deems it inexpedient to place in the Library busts or portraits of individuals during the lifetime of such individuals.

Announcement was made by the Director of a conference which he had had at the Library with Mr. John Adams relative to the continuation of the deposit of the President John Adams Library in the Boston Public Library. Mr. Adams stated that he believed that arrangements could be made for the continuation of the deposit, with the understanding that assurance be given the Library of its being on a definite long time basis and the Library on its part taking whatever steps necessary to maintain the collection in good condition. Mr. Adams stated further that he would take definite steps toward bringing about arrangements that would be satisfactory in this respect and would report to the Director promptly thereon. On recommendation of Mr. Hall, it was

Voted: that the Board express its interest in the continuation of the deposit of the President John Adams Library in the Boston Public Library; and that in the event that satisfactory assurance can be afforded of the deposits remaining in the Boston Public Library on a definite long time basis, the Director be authorized to expend from any unexpended balance in the Personal Service Account an amount not exceeding \$1000 per year toward putting the collection into good condition and then maintaining it in such condition.

December 15, 1933.

The Director presented the lack of uniformity in the titles used for department heads of similar rank throughout the Library system and recommended that an attempt be made to establish as far as possible a uniformity of nomenclature. On motion of Mr. Buxton, it was

Resolved: that there be established an uniformity of nomenclature in titles of department heads of similar rank throughout the Library system; that for heads of such departments the title generally used be "Chief", except in the case of heads of branch libraries, where the title be designated as "Branch Librarian"; and that the Director be authorized to effect the necessary changes in nomenclature, subject to confirmation by the Board of all such changes in title.

The Director recommended the appointment of a Chief Librarian for the Circulation Division at as early a date as possible. After a general discussion of available candidates, it was suggested that the Director investigate further the field of possible candidates and report thereon at the next regular meeting of the Board.

A report was made by the Director upon the several projects being carried on by the Library under the emergency provisions of the Civil Works Administration, such as the changing of the cards in the catalogues of the Central Library to the uniform size employed in most American libraries, the cataloguing of photographs in the Fine Arts Department, the cleaning of books throughout the entire library system; and the painting of walls, floors, etc. both at the Central Library and in the Branch Libraries.

There was presented a proposal by Mr. Henry Lewis Johnson, of the Examining Committee, for the preparation of a booklet treating of the Library's special collections and designed to interest potential donors of other collections by gift or by bequest. The Board expressed its interest in such a project, but felt that it should not be undertaken until the Director had been relieved of a sufficient amount of the routine duties now falling upon him to enable him to give adequate attention to the matter. The Director was requested to communicate with Mr. Johnson in this respect.

December 15, 1933.

The report of the Examining Committee for 1933 was presented to the Board; and, in view of the late hour, it was agreed to postpone consideration of it in detail until the next regular meeting of the Board.

A letter was read from Catherine L. Sullivan proposing that the Boylston Branch Library be renamed the Arthur J. Connolly Memorial Library, in memory of the late Monsignor Arthur J. Connolly. It was the sense of the Board that its general policy of not using personal names in the naming of the branch libraries should not be altered, and the Director was requested to communicate with Miss Sullivan in this respect.

Dismissed:

Elizabeth B. Brockunier
Clerk.

Friday, January 5, 1934

January 5, 1934.

A regular meeting of the Corporation was held in the Trustees' Room at 4.15 o'clock p.m.

Present: Messrs. Buxton, O'Connell, and Sedgwick.

The Vice President, Cardinal O'Connell, in the chair.

The record of the regular meeting of December 15, 1933 as presented was approved.

The Director was authorized to purchase, according to a list submitted by him and to be placed on file, miscellaneous supplies for the Library in the amount of \$5,397.54.

Circular Letter No. 29 from the Mayor's Office was read and ordered placed on file.

The Director recommended that restitution be made to Mrs. Hannah Green, Cleaner, for pay lost through illness incurred in line of duty. It was then

Resolved: that there be paid to Mrs. Hannah Green the sum of \$55.50, the same being pay for 180 days deducted for absence (September 19 to October 10, 1933) for illness, the illness having resulted from an accident incurred in line of duty.

The Director presented for consideration the policy announced by His Honor the Mayor in his recent inaugural address

January 5, 1934.

relative to the resumption of step-rate increases in pay for certain classes of city employees. He stated that the situation of the employees of the Library Department seemed to be that of the classes of city employees which His Honor the Mayor had apparently had in mind. It was therefore

Voted: That the President be requested to confer with His Honor the Mayor relative to his announced policy of resuming step-rate increases in pay for certain classes of city employees, with a view to presenting to the attention of His Honor the situation of the employees of the Library Department in this respect.

The Director reported that he had called upon the new mayor shortly after his inauguration. He stated that His Honor had expressed much interest in the Library and had expressed much interest in the Library and had expressed his desire to attend a meeting of the Trustees of the Library in the near future.

There was presented a further communication from Mr. Henry Lewis Johnson, a member of the Examining Committee, relative to his proposal for the preparation of a booklet treating of the Library's special collections and designed to interest potential donors of other collections by gift or by bequest. It was the sense of the Board that this should be referred to the President for consideration and report.

Consideration was then given to the recommendations of the Examining Committee for 1933. It was suggested that the Director inquire into the possibilities for accomplishing certain of these recommendations and report to the Board thereon.

Dissolved:

William C. Ly

Clerk pro tem

January 26, 1934.

Friday, January 26, 1934.

A regular meeting of the Corporation was held in the Trustees' Room at 4.15 o'clock p.m.

Present: Messrs. Hall, Kirstein, and Sedgwick.

The President, Mr. Hall, in the chair

The record of the regular meeting of January 5 as presented was approved.

The Director was authorized to purchase, according to a list submitted by him and to be placed on file, miscellaneous supplies for the Library in the amount of \$6,051.43.

The following bills, having been approved by the Director and the President, were allowed and ordered paid: the December 30th supplementary draft, chargeable to the General Appropriation in the amount of \$27,239.14; a special draft chargeable to the General Appropriation in the amount of \$496.20; and the January 31st draft, chargeable to the General Appropriation, in the amount of \$5,687.97, and to Trust Funds Income in the amount of \$878.03.

Circular Letters No. 1 and 2 from the Mayor's Office were read and ordered placed on file.

The Director reported that since the meeting of December 15, 1933 he had received from the Art Commission of the City of Boston a statement of their approval of the portrait of Daniel Webster by Charles Loring Elliott which Miss G. Louise Robinson of New York City had expressed a desire to present to the Library by gift or by bequest as she might determine. He recommended that there be expressed to Miss Robinson the pleasure of the Board in her generous gift to the Library and the assurance of its desire to accept the gift at such time as it should become available. It was therefore

Voted: that the Trustees of the Public Library of the City of Boston extend to Miss G. Louise Robinson their grateful thanks for her proposed gift of a portrait of Daniel Webster by Charles Loring Elliott and that she be assured of their willingness to accept said portrait at such time as she might desire to make it available to the Library.

January 26, 1934

The Director announced the death on January 10, 1934 of Annie M. Norris, Cleaner, who had been in the service of the Library for five years. He stated that flowers had been sent to her family on behalf of the Library.

A letter received by the Direction for presentation to the Board from the Service Council of the Boston Public Library Employees Benefit Association requesting that there be established a minimum wage for qualified full time employees in the Boston Public Library was read by him. On motion of Mr. Sedgwick the matter was referred to the Director for investigation and report at a later meeting.

The Director stated that negotiations had been continued to secure a formal agreement for a long time deposit of the President John Adams Library with the Boston Public Library. He stated that he had been notified by Mr. Clarence Burgin, the representative of the Supervisors of the Adams Temple and School Fund of Quincy, in whom the title of the President John Adams Library resides, that the said Supervisors would be glad to make a formal lease of the President John Adams Library to the Trustees of the Public Library of the City of Boston for a term of fifty years, with the understanding that the Trustees of the Public Library of the City of Boston put the President John Adams books into good condition and maintain them so in accordance with the terms of their vote of December 15, 1933. Mr. Burgin had stated also that he would have the necessary papers for the purpose drawn up by Mr. John L. Hall.

The Director presented the need for making provision for the positions of Chief Librarian of the Circulation Division and Chief Librarian of the Reference Division, as called for in the scheme of organization for the Library as adopted by the Board at its meeting of September 12, 1932. After discussion, on recommendation of the President, it was

Voted: that there be established the position of Chief Librarian of the Circulation Division, and that action be taken by the Board for filling this position.

January 26, 1934

and

Voted: that there be established the position of the Chief Librarian of the Reference Division, and that action be taken by the Board for filling this position.

There then followed a discussion of available candidates for filling the above positions.

For the position of Chief Librarian of the Circulation Division the candidates under consideration were finally reduced to two in number, Orlando C. Davis and Carl Vitz. On motion of Mr. Kristein, and seconded by Mr. Sedgwick, it was

Voted: that the President and the Director be authorized to negotiate with Orlando C. Davis and with Carl Vitz with a view to determining their availability for the position of Chief Librarian of the Circulation Division, and with power to make a final choice between them and to conclude arrangements for the appointment of one of them as Chief Librarian of the Circulation Division, subject to the final confirmation of the Board.

For the position of Chief Librarian of the Reference Division, the candidates under consideration were finally reduced to two in number, Charles J. Shaw and Randolph J. Adams. The Director was authorized to confer personally with each of these gentlemen, with a view to ascertaining their availability for appointment to the position of Chief Librarian of the Reference Division, and then to report to the Board his final recommendation for an appointment to the position.

The Director reported that the President and he had conferred with His Honor the Mayor relative to the budget of the Library for 1934; that His Honor had stated his sympathy with the need of the Library for an increased Personal Service and an increased Book Purchasing appropriation for 1934; and that thereafter they had conferred with the Budget Commissioner relative to these possibilities. They had also brought to the attention of His Honor the desire of the employees of the Library Department to be included in any arrangement that should be instituted for the resumption of step-rate increases in pay for employees of city departments, since they are employed on a step-rate basis; to which His Honor had stated that it was his intention that whatever action should become

January 26, 1934. possible in such a direction would apply to all employees in all city departments.

Dissolved:

Elizabeth B. Brockunier
Clerk.

February 16, 1934.

Friday, February 16, 1934

A regular meeting of the Corporation was held in the Trustees' Room at 4.15 o'clock p.m.

Present: Messrs. Buxton, Hall, and Sedgwick.

The President, Mr. Hall, in the chair.

The record of the regular meeting of January 26 as presented was approved.

The Director was authorized to purchase, according to a list submitted by him and to be placed on file, miscellaneous supplies for the Library in the amount of \$2911.54.

The following bills, having been approved by the Director, were allowed and ordered paid: the February 28th draft, chargeable to the General Appropriation in the amount of \$27,526.82, and to Trust Funds Income in the amount of \$1664.08; and special drafts chargeable to the General Appropriation in the amount of \$1135.46, and to Trust Funds Income in the amount of \$4000.

Circular Letter No. 3 from the Mayor's Office was read and ordered placed on file.

On recommendation of the Director, it was

Voted: that there be granted to Agnes C. Doyle, Assistant in Charge of the Genealogy Department, leave of absence without loss of pay for the period of December 26, 1933 to January 30, 1934 inclusive, the absence having been incurred through illness, as attested by a physician's certificate, and Miss Doyle having been in the service of the Library for 149 years.

The President recommended for legal reasons that the title of the Director be extended to include the designation "Librarian", and after discussion it was

Voted: that the title of the Director be amended to read "Director, and Librarian."

The President reported that in an interview with the Mayor he had presented to His Honor the need for filling the

February 18, 1934

positions of Chief Librarian of the Circulation Division and Chief Librarian of the Reference Division. He stated that the Mayor had been sympathetic with the need for filling these positions and had expressed a desire to have the matter further presented at the time of the conference which he would hold shortly with the President and the Director relative to the budget of the Library Department for 1934.

The Director then reported that in accordance with the instructions of the Board at its meeting of January 26, 1934 he had conferred with the several candidates proposed for the positions of Chief Librarian of the Circulation Division and Chief Librarian of the Reference Division. He stated that of the candidates proposed Orlando C. Davis and Charles J. Shaw were in his judgment the best qualified individuals for the positions in question. He recommended that, contingent upon the Mayor's approval of the filling of the aforesaid positions, the President and the Director be authorized to conclude arrangements with Mr. Davis for appointment to the position of Chief Librarian of the Circulation Division, subject to final confirmation of the appointment by the Board, and to negotiate with Mr. Shaw for appointment to the position of Chief Librarian of the Reference Division, subject also to final confirmation of the appointment by the Board. It was therefore

Voted: that the President and the Director be authorized to conclude arrangements with Orlando C. Davis for appointment to the position of Chief Librarian of the Circulation Division, subject to final confirmation of the appointment by the Board.

and

Voted: that the President and the Director be authorized to negotiate with Charles J. Shaw for appointment to the position of Chief Librarian of the Reference Division, subject to final confirmation of the appointment by the Board.

The Director presented a bill for traveling expenses incurred by him in carrying out the instructions of the Board that he confer with candidates for the positions of Chief Librarian of the Circulation Division and Chief Librarian of the Reference Division. On motion of the President, and seconded by Mr. Sedgwick, it was

February 18, 1934

Voted: that there be paid the traveling expenses incurred by the Director in the amount of \$102.98, in accordance with the instructions of the Board on January 26, 1934 that he confer with candidates for the positions of Chief Librarian of the Circulation Division and Chief Librarian of the Reference Division.

The Director stated that it had been the practice of the Library to obtain surety bonds for the Director and for the Auditor and that he believed that provision should be made for including in this group the Comptroller as well. After discussion it was

Voted: that surety bonds be obtained by the Library for the Director in the amount of \$2000, the Comptroller in the amount of \$5000, and the Auditor in the amount of \$5000.

A brief report was made by the Director on the progress of the projects being carried on by the Library under the auspices of the federal Civil Works Administration and the federal Civil Works Service. He stated that during twelve weeks of the period ending February 15, 1934 there had been accomplished extensive cleaning and painting in the central library and in certain of the branch libraries, and that there had been carried to approximately two thirds completion the large project for changing the cards in the catalogues of the Central Library to the uniform size employed in most American libraries. The total cost of carrying on these projects had been \$125,415.84, of which the sum of \$116,040.88 had been contributed by the C.W.A. and the C.W.S. and the remaining \$9,374.96 had been paid by the Library in meeting incidental expenses incurred in carrying through the projects. Through the federal contribution there had been provided employment for some 700 individuals for the period, as well as the basic materials and equipment needed for carrying on the projects.

The Director reported that he had received confirmation from the Mayor that the legislation proposed by the Honor for the resumption of step rate increases in pay for employees of city departments had been drawn to include all city employees who had formerly obtained yearly increases of this sort. He

February 18, 1934.

stated that this provision would make possible the inclusion of the employees of the Library Department in any arrangement that might be instituted by his Honor for the resumption of such step rate increases in pay for employees of city departments.

The meeting ended with a discussion of the policy followed by the Library in the matter of the exchange of duplicate rare items belonging to the Library for other rare items not already in the Library's collections.

Dissolved:

Elizabeth B. Brockmeyer
Clerk

Friday, March 2, 1934.

March 2, 1934.

A regular meeting of the Corporation was held in the Trustees' Room at 4.15 o'clock p.m.

Present: Messrs. Buxton, Hall, and Sedgwick.

The President, Mr. Hall, in the chair.

The record of the meeting of February 16, 1934 as presented was approved.

The Director was authorized to purchase, according to a list submitted by him and to be placed on file, miscellaneous supplies for the Library in the amount of \$3,658.48.

Dissolved:

William C. Lord
Clerk pro tem.

Friday, April 6, 1934.

April 6, 1934.

A regular meeting of the Corporation was held in the Trustees' Room at 4.15 o'clock p.m.

Present: Messrs. Buxton, Hall, O'Connell, and Sedgwick.

The President, Mr. Hall, in the chair.

The record of the regular meeting of March 2, 1934 as presented was approved after certain changes had been made therein.

The Director was authorized to purchase, according to lists submitted by him and to be placed on file, miscellaneous supplies for the Library in the amount of \$3903.19.

The following bills, having been approved by the

April 6, 1934.

Director and the President, were allowed and ordered paid: the March 31st draft, chargeable to the General Appropriation in the amount of \$19,072.24, and to Trust Funds Income in the amount of \$872.40; and a special draft chargeable to Trust Funds Income in the amount of £85-17-3 to Bernard Quaritch Ltd., £2-16-0 to James Tregaskis & Son, Gld. 79.60 to Martinus Nijhoff, Pesetas 257.00 to Garcia Rios y Cia, Punks 1013.30 to Karl W. Hiersemann, Lire 7457.25 to Marco F. Liberma, Francs 1814.75 to Gaulon & Fils, and B. francs 132.00 to General Insectorum.

Circular Letters No. 4, 5, 6, and 7 from the Mayor's Office were read and ordered placed on file.

On recommendation of the Director, it was

Voted: that there be granted to Samuel A. Chevalier, Chief of the Cataloguing and Classification Department and Assistant Librarian, leave of absence without loss of pay for the period of December 15, 1933 to March 31, 1934, because of illness certified by his physician, and Mr. Chevalier having been in the service of the Library for 40 years.

and it was

Voted: that there be granted to Bertha V. Hartzell, Supervisor of Training, leave of absence without loss of pay for the period of January 10 to March 10, 1934, because of illness certified by her physician, and Mrs. Hartzell having been in the service of the Library for 7 years.

and it was

Voted: that there be granted to Irene O'Connor, Assistant at the Allston Branch Library, leave of absence without loss of pay for two months from March 17, 1934, because of illness certified by her physician, and Miss O'Connor having previously lost because of this illness her entire 1934 vacation earnings by absence from February 17 to March 16, 1934.

and it was

Voted: that there be granted to Jane F. Hassen, Cleaner, leave of absence without loss of pay for the period of February 14 to March 20, 1934 because of an injury incurred by her in line of duty, as certified by her physician, and Miss Hassen having been in the service of the Library for 18 years.

April 6, 1934.

The President reported that, in accordance with the instructions of the Board on February 16, 1934, the Director and he had concluded arrangements with Mr. Orlando C. Davis, Librarian of the Bridgeport (Conn.) Public Library, for appointment to the position of Chief Librarian of the Circulation Division, subject to final confirmation by the Board; and on motion of Mr. Buxton, it was

Voted: that Orlando C. Davis be appointed to the newly established position of Chief Librarian of the Circulation Division at a salary of \$7000 per year, subject to the salary reductions (15%) set forth in Circular Letter #19 from the Mayor's Office under date of April 21, 1933, the appointment to be put into effect at as early a date as can be arranged with Mr. Davis.

The President further reported that, in accordance with the instructions of the Board on February 16, 1934, the Director had on his recommendation approached Mr. Charles J. Shaw, of the New York Public Library, as to his availability for appointment to the position of Chief Librarian of the Reference Division; and that, after a conference with the Director in New York and a subsequent visit to Boston, Mr. Shaw had decided that he did not wish to leave his present position at the New York Public Library.

It was then agreed that a further investigation of possible candidates for the position of Chief Librarian of the Reference Division be made.

On recommendation of the President, it was

Voted: that there be paid the traveling expenses incurred by the Director in the amount of \$29.80 in accordance with the instructions of the President of the Board on March 13, 1934 that he confer with the candidates under consideration for the positions of Chief Librarian of the Circulation Division and Chief Librarian of the Reference Division.

The Director presented a letter which he had received from Dr. Zoltan Harsagti, Editor of Publication, in which he had requested that, with the change in his duties to "Editor of Publications and Keeper of Rare Books" as voted on February 17, 1933 be rescinded, and on motion of Mr. Sedgwick it was then

Voted: that, within the schedule of organization adopted for the Library at its meeting of September 12, 1932, there be established

April 6, 1934.

the position of Keeper of Rare Books.

and

Noted: that there be confirmed the appointment of Zoltan Harsanyi, as Keeper of Rare Books and Editor of Library Publications, at a salary of \$5,000 per year, subject to the salary reduction (15%) set forth in Circular Letter #19 from the Mayor's Office under date of April 21, 1933, to be put into effect at the discretion of the Director as required in the progress of reorganization.

The Director reported that following a conference on March 5, 1934 with the Budget Commissioner and with the Mayor the Library's budget for 1934 had been tentatively set at \$1,042,730, but that on March 29th he had received a communication from the Budget Commissioner making some changes in allowances for various items, among them a decrease in the book appropriation of \$25,000 and the addition of an item of \$30,000 to be expended for supplies and materials on emergency relief projects, with a new total amount of \$1,052,200.

The Director reported on the Civil Works Administration projects that had been carried on during the last 4½ months under the direction of the Library, that the work on them was now nearing completion and that on the whole the undertakings had been satisfactory from the point of view of their value to the Library. He further reported that there was now being proposed a new project to be carried on under the auspices of the Federal Emergency Relief Administration that would bring to completion all projects remaining from the C. W. A. as well as provide for certain new activities. It was agreed that this F. E. R. A. project should be engaged upon provided that it be paid for by the joint contributions of the F. E. R. A. and the City of Boston without expense to the Library except for the cost of Library supervision.

The Director presented a letter which he had received from Mr. Robert Treat Paine, Warden of Trinity Church, expressing the appreciation of Trinity Church for the close watch maintained by the Library over the water table situation in the vicinity of the Central Library, and also indicating that Trinity Church had recently reduced its close inspection of water levels in the vicinity and was therefore appreciative of the Library's activity in this respect.

April 6, 1934.

The President presented a letter from Mrs. J. W. Farley, General Manager of the Emergency Campaign of 1934, requesting that if possible there be made in favor of the Emergency Campaign of 1934 an exception to the general regulation of the Board that membership drives, collections, or solicitations of any sort are not permitted among the staff of the Library. It was the sense of the Board that it should not deviate from its general regulation in this case, and the President stated that he would communicate with Mr. Farley to that effect.

The Director brought to the attention of the Board a large number of requests which he had received from representatives of organizations in Allston petitioning for more adequate library facilities for certain portions of Allston. It was the sense of the Board that no action was possible in this direction at the present time, and the Director was authorized to communicate to this effect with the representatives of the above mentioned organizations.

Dissolved:

Elizabeth B. Brockmeyer
Clerk.

Friday, April 20, 1934.

April 20, 1934.

A regular meeting of the Corporation was held in the Trustees' Room at 4.15 o'clock p.m.

Present: Messrs. Buxton, Hall, and O'Connell.

The President, Mr. Hall, in the chair.

The record of the regular meeting of April 6 as presented was approved.

The Director was authorized to purchase, according to a list submitted by him and to be placed on file, miscellaneous supplies for the Library in the amount of \$2,606.36.

The following bills, having been approved by the Director and a Trustee, were allowed and ordered paid: the April 30th draft chargeable to the General Appropriation in the amount of \$19,725.24, and to Trust Funds Income in the amount of \$871.80; to funds on deposit in London in the amount of £28-7-0 to Edw. G. Allen & Son, Ltd., in the amount of £2-8-0 to the Trustees of the British Museum, in the amount of £3-14-6 to J. Symington, Ye Olde Book Shop, in the

April 20, 1934.

amount of £0-10-0 to Royal Society of Antiquaries, in the amount of £196-4-4 to Bernard Quaritch Ltd., in the amount of Gld. 40-30 to Martinus Nijhoff, in the amount of Lire 31-25 to Marco F. Liberman, in the amount of Marks 1433-80 to Karl W. Hirschmann, and in the amount of Frs. 4906-75 to Gaulon & Fils.

Upon recommendation of the Director it was voted to confirm the following appointments to the regular service of the Library:

Frances R. O'Hare, as Clerk in the Auditing Department, at \$18 per week, subject to the salary reductions (5%) set forth in Circular Letter #19 from the Mayor's Office under date of April 21, 1933, Miss O'Hare having been certified by the Civil Service Commission and having completed six months' probationary service in the Library.

Salvatore Maradei, as Forwarder in the Binding Department, at \$43 per week, subject to the salary reductions (15%) set forth in Circular Letter #19 from the Mayor's Office under date of April 21, 1933, Mr. Maradei having been certified by the Civil Service Commission and having completed six months' probationary service in the Library.

Emory J. Payne, as 2nd Class Engineer in the Buildings Department, at \$48 per week, subject to the salary reductions (15%) set forth in Circular Letter #19 from the Mayor's Office under date of April 21, 1933, Mr. Payne having been certified by the Civil Service Commission and having completed six months' probationary service in the Library.

Leo Reagan, as Book Carrier in the Buildings Department, at \$12 per week, subject to the salary reductions (5%) set forth in Circular Letter #19 from the Mayor's Office under date of April 21, 1933, Mr. Reagan having been certified by the Civil Service Commission and having completed six months' probationary service in the Library.

The Director presented for consideration certain increases in salary, as recommended by the Chief of the Binding Department for the three apprentices in that department, in accordance with the wage scales of the Bookbinders Union. Upon consideration of the matter, it proved to be the sense of the Board that, that in accordance with the salary reduction order of the Mayor on April 21, 1933, it could not consider such increases in pay until, with the enactment of pending legislation giving power to the Mayor to order resumption of step rate increases in pay, there could at the same time be given consideration on a uniform basis to other cases of a similar nature in other departments of the Library as well.

April 20, 1933.

On recommendation of the Director it was

Voted: that there be granted without loss of pay the necessary time for attending the annual meeting of the Massachusetts Library Club, to be held at Andover on May 31 and June 1, 1934, to those members of the library staff who are also members of the Massachusetts Library Club, provided that such absence can be arranged without detriment to the library's service.

The Director announced also that there was to be held the annual meeting of the American Library Association in Montreal from June 25 to 30, 1934 and on his recommendation it was

Voted: that there be granted to members of the library staff who are also members of the American Library Association leave of absence without loss of pay for attendance at the annual meeting of the American Library Association to be held in Montreal from June 25 to 30, 1934, provided that such absence does not interfere with the requirements of the library's service.

and it was further

Voted: that the Director be requested to represent the Library at the annual meeting of the American Library Association to be held in Montreal from June 25 to 30, 1934, and that his expenses therefor be paid by the Library.

The President reported that negotiations for the lease to this Library of the President John Adams Library were in progress and that he would make a full report thereon at a later meeting.

The Director announced the resignation of Frank N. Jones, a member of the staff of the Director's office since August 1933, Mr. Jones having accepted the librarianship of the Newburyport (Mass.) Public Library.

Dissolved:

Elizabeth B. Brockumer
Clerk.

May 18, 1934.

Friday, May 18, 1934.

A regular meeting of the Corporation was held in the Trustees' Room at 4.15 o'clock p.m.

Present: Messrs. Buxton, Kirstein, and O'Connell.

The Vice President, Cardinal O'Connell, in the chair.

There was presented a communication received from the City Clerk relative to the reappointment of Louis E. Kirstein as a Trustee of the Library for the term ending April 30, 1939, together with the record of Mr. Kirstein's appearing before the City Clerk and taking the necessary oath of office.

The record of the regular meeting of April 20, 1934 as presented was approved.

The Director was authorized to purchase, according to lists submitted by him and to be placed on file, miscellaneous supplies for the Library in the amount of \$1544.52 and in the amount of \$2321.79.

The following bills, having been approved by the Director, were allowed and ordered paid: the May 31st draft chargeable to the General Appropriation in the amount of \$21,867.19, of £167-15-6, of Punks 344-05, of Fres 5321-25, and to Trust Funds Income in the amount of \$793.61, of £82-1-5, of Punks 390-60, of Fres 653-75, and to funds on deposit in London in the amount of Gld. 34-10, of Punks 711-30, of Fres 6720-70, of Pesetas 44; also two Special Drafts, chargeable to The Children's Fund in the amount of \$3955.66 and to the General Appropriation in the amount of \$175.80.

In accordance with the requirements of the will of the late Josiah H. Benton, the Director presented the following action: and it was

Resolved: that there be paid to Arthur Lee Kinsolving as he is Rector of Trinity Church in the City of Boston, the sum of \$3955.66, Income for the year ending December 31, 1933 on "The Children's Fund," given to the Library under the 11th clause of the will of Josiah H. Benton; as required by the 12th clause of said will.

Circular Letter No. 8 from the Mayor's Office was read and, following a general discussion, was ordered placed on file. It was the sense of the Board that, while regretting the necessity for doing so, it recommended that there be signed the voluntary agreement

May 18, 1934.

for a further reduction of ten per cent from basic salaries, as requested by the Mayor for those members of the staff specified in Circular Letter No. 8, under date of April 25, 1934.

Circular Letter No. 9 from the Mayor's Office was read and ordered placed on file.

The Director brought to the attention of the Board that the time was approaching for the appointment of the Examining Committee for the Library for 1934, in order that the Committee might meet for organization before the summer. It was agreed that suggestions as to possible members of this Committee should be made at the next regular meeting.

Dissolved:

Elizabeth B. Brockunier
Clerk.

Friday, May 18, 1934

May 18, 1934

Annual meeting

The annual meeting of the Corporation, postponed from Monday, May 7, 1934, was held at 5.45 o'clock p.m.

Present: Messrs. Buxton, Kirstein, and O'Connell.

The Vice President, Cardinal O'Connell, in the chair.

The Corporation elected by viva voce vote its officers for the ensuing year.

First vote for President:

Mr. Buxton voted for Cardinal O'Connell, Mr. Kirstein voted for Cardinal O'Connell, Cardinal O'Connell voted for Frank W. Buxton, and Cardinal O'Connell was declared elected President.

First vote for Vice President:

Mr. Kirstein voted for Frank W. Buxton, Cardinal O'Connell voted for Frank W. Buxton, Mr. Buxton not voting, and Frank W. Buxton was declared elected Vice President.

First vote for Clerk:

Mr. Buxton voted for Elizabeth B. Brockunier, Mr. Kirstein voted for Elizabeth B. Brockunier, Cardinal O'Connell voted for Elizabeth B. Brockunier,

May 18, 1934.
Annual meeting

and Elizabeth B. Brockunier was declared elected Clerk.

On motion of Mr. Buxton, the following enabling act was then taken:

Voted: that any member of the Corporation is authorized to sign, on behalf of the Corporation, bills, special drafts, and payrolls of the Library.

Dissolved:

Elizabeth B. Brockunier
Clerk.

The Clerk qualified for office by taking the following oath.

I, Elizabeth Brady Brockunier, solemnly swear that I will well and faithfully perform all the duties incumbent upon me as Clerk of the Trustees of the Public Library of the City of Boston; so help me God.

Elizabeth B. Brockunier

Sworn and subscribed to before me this eighteenth day of May, A. D. 1934.

Vernon C. Buckley
Notary Public.

May 25, 1934

Friday, May 25, 1934.

A special meeting of the Corporation was held in the Trustees' Room at 4:15 o'clock p. m.

Present: Messrs. Buxton, Hall, and O'Connell.

The President, Cardinal O'Connell, in the chair.

The President stated that he had called the special meeting of the Board for the purpose of considering and acting upon the dismissal of Theodore D. Money, Comptroller.

The Director thereupon reported that in accordance with the oral instructions of the Board at its regular meeting on May 18, 1934 he had on the following day, May 19th, served notice on Theodore D.

May 25, 1934.

Money, Comptroller, that his services to the Library were terminated; that Mr. Money had refused to accept such notice from him on the technicality that the Director had power only to suspend him, and that since he had been formally appointed by the Trustees in the original instance only the Trustees could formally remove him. The Director stated that he had thereupon suspended Mr. Money effective that day, May 19, 1934.

On motion of Mr. Buxton, it was then

Voted: That the action of Milton C. Lord, as Director and Librarian, in suspending on May 19, 1934, indefinitely and without pay, Theodore D. Money, Comptroller, be and the same hereby is ratified, adopted, approved and confirmed; and

Voted Further: That inasmuch as it is the opinion of this Board that the value of the services of said Theodore D. Money has become impaired and that it is in the interests of this Corporation and the City of Boston that his services be discontinued with, said Theodore D. Money be and he hereby is removed for the good of the service from the position of Comptroller as of the close of business on May 25, 1934, and that the Clerk be and she hereby is directed to mail a copy of this vote, postage prepaid, to said Theodore D. Money at his address appearing on the books of this Corporation.

The Clerk was then directed by the Board to acknowledge to Theodore D. Money the receipt of his letter, addressed under date of May 23, 1934 to the President of the Board, requesting a hearing before the Trustees and to state that the Board felt that the facts in the case were such that no second hearing would serve any useful purpose.

The Director next reported that on May 22, 1934, he had suspended Albert L. Carpenter, Temporary Assistant and a member of Mr. Money's staff, because of certain action on the part of Mr. Carpenter while waiting for an interview with the Director, after he had been instructed on May 21, 1934 to report to the Director before engaging in any further activity in the Library. The Director stated that he would investigate the situation relative to Mr. Carpenter and take whatever action seemed advisable as a result of his investigation.

The Director reported that until other arrangements

May 25, 1934

could be made he had named Richard G. Hensley, Supervisor of Special Reference Departments, as Acting Comptroller; and that he had placed James W. Kenney, Chief of the Binding Department, in immediate charge of the C.P.A. Projects under the supervision of the Library.

The Board then went into executive session.

Dissolved:

Elizabeth B. Brockunier
Clerk.

June 1, 1934.

Friday, June 1, 1934

A regular meeting of the Corporation was held in the Trustees' Room at 4.15 o'clock p.m.

Present: Messrs. Buxton, Hall, and Kirstein.

The Vice President, Mr. Buxton, in the chair.

The records of the regular meeting of May 18, 1934, the annual meeting of May 18, 1934, and the special meeting of May 25, 1934 as presented were approved.

The Director was authorized to purchase, according to a list submitted by him, and to be placed on file, miscellaneous supplies for the Library in the amount of \$959.

Upon recommendation of the Director it was

Voted: that there be confirmed the appointment to the regular service of the Library of Catherine G. Cronin, as Stenographer in the Office of the Superintendent of Buildings, at \$18 per week, subject to the salary reductions (5%) set forth in Circular Letter #19 from the Mayor's Office under date of April 21, 1933, Miss Cronin having been certified by the Civil Service Commission and having completed six months' probationary service in the Library.

The Vice President reported that the Director and he that afternoon had appeared at a hearing on the Library's budget for 1934 before the Appropriations Committee of the City Council preparatory to the passing of the final appropriations bill.

The following individuals were appointed to the Examining Committee for 1934:

Hon. Elijah Adlow

Mr. Charles D. Maginnis

June 1, 1934.

Mr. George Bramwell Baker	Mr. George P. Nutter
Mr. J. A. Lowell Blake	Hon. James P. Parmenter
Mr. Walter B. Briggs	Mrs. Elizabeth W. Perkins
Mr. Walter S. Bucklin	Mrs. Edward M. Pickman
Mr. Arthur H. Cole	Hon. Abraham E. Pinowski
Mr. Ralph Adams Cram	Mr. Robert Proctor
Hon. James M. Curley	Mr. Charles M. Rogerson
Mr. Frederic H. Curtiss	Mrs. Arthur A. Shurcliff
Miss Susan J. Ginn	Mrs. Francis E. Slattery
Mr. Francis L. Hurley	Rev. William M. Stinson
Dr. Henry Jackson	Mr. Charles H. Taylor
Mr. Herbert F. Jenkins	Mr. D. B. Updike
Mr. Henry Lewis Johnson	Dr. Henry P. Viets
Mr. Carl J. Keller	Mr. Charles F. Weed
Rev. Robert H. Lord	Mrs. Frederick Winslow
Mr. A. Lawrence Lowell	

Mr. Hall reported informally on the progress made in obtaining a lease for the deposit of the President John Adams Library in the Boston Public Library and on the status of the proceedings relative to the bequests under the will of the late Josiah H. Benton.

The Director reported that he had received requests from Miss Dorothy J. Merrow and Miss Elizabeth G. Barry for permission to attend the annual meeting of the Special Libraries Association in New York. On recommendation of the Director it was

Voted: That there be granted without loss of pay the necessary time for attending the annual meeting of the Special Libraries Association, to be held at New York, from June 19 to June 23, 1934, to those members of the Library staff who are also members of the Special Libraries Association, provided that such absence can be arranged without detriment to the Library's service.

The Director presented the problem of the attendance by members of the staff at Citizens Military Training Camps, stating that there had been allowed in previous years to members of the staff, in addition to their regular vacation allowance, the necessary time

June 1, 1934.

for attendance at these camps. He pointed out that it worked a hardship on the Library to allow such extended leaves, and on his recommendation it was

Resolved: that members of the staff wishing to attend Citizen Military Training Camps must do so in their regular vacation period.

The Vice President presented a letter which had been received by the President relative to the suspension from the Library on May 22, 1934 of Albert L. Carpenter. The Director reported that he had had an interview with Mr. Carpenter on the preceding day and that his investigation in the case would be completed in season to take action in the matter on the first of the following week.

Dissolved:

Elizabeth B. Brockmeyer
Clerk.

June 15, 1934.

Friday, June 15, 1934

A regular meeting of the Corporation was held in the Trustees' Room at 4.15 o'clock p.m.

Present: Messrs. Buxton, O'Connell, and Sedgwick.

The President, Cardinal O'Connell, in the chair.

The record of the regular meeting of June 1, 1934 as presented was approved.

The Director was authorized to purchase, according to a list submitted by him and to be placed on file, miscellaneous supplies for the Library in the amount of \$1,549.34.

The following bills, having been approved by the Director, were allowed and ordered paid: the June 30th draft, chargeable to the General Appropriation in the amount of \$33,957.40, and to Trust Funds Income in the amount of \$895.71.

Upon recommendation of the Director, it was

Resolved: that there be confirmed the appointment to the regular service of the Library of Joseph P. Farrell, Janitor, at \$33 per week, subject to the salary reductions (15%) set forth in Circular Letter #19 from the Mayor's Office under date of April 21, 1933, Mr. Farrell having

June 15, 1934

been certified by the Civil Service Commission and having completed six months probationary service in the Library.

Upon recommendation of the Director, it was

Resolved: that there be granted to Annie M. Donovan, Librarian of the Poolindale Branch Library, leave of absence without loss of pay for four weeks, because of illness certified by her physician, and Miss Donovan having been in the service of the Library for 35 years.

The Director brought to the attention of the Board an Executive Order from the Mayor's Office, under date of June 9, 1934, authorizing the resumption of step-rate increases in pay for employees of City Departments. He stated that as soon as supplementary budget provision had been made for this purpose by the Mayor he would present to the Board for its ratification the detailed schedule of these increases for employees of the Library Department.

The Director reported that on June 6th he had terminated the suspension of Albert L. Carpenter, and that Mr. Carpenter was to continue in the service of the Library on the same basis as before his suspension, pending further investigation of the progress of his work in recovering overdue and missing books. On recommendation of the Director, it was

Resolved: that there be paid to Albert L. Carpenter his salary that had been withheld during the period of his suspension from the service of the Library, namely, May 23-June 5, 1934.

There followed a discussion of possible candidates from within the Library for the positions of Comptroller and Chief Librarian of the Reference Division. Definite action in the matter was deferred until a later meeting.

Dissolved:

Elizabeth B. Brockmeyer
Clerk

BOSTON PUBLIC LIBRARY

BOARD OF TRUSTEES

RECORDS OF THE CORPORATION

VOLUME 11

1917 - 1923

BOSTON PUBLIC LIBRARY

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VOLUME 12

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